

**INSTITUTIONAL ARTICULATION AGREEMENT BETWEEN  
Kellogg Community College  
and  
Grand Valley State University**

**Article I  
Agreement on Principle**

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This agreement is made on May 5, 2023, between Grand Valley State University (“GVSU”) and Kellogg Community College (“KCC”) (collectively, the "Parties"). The Parties wish to facilitate the transfer of students who complete an Associate Degree at KCC to a degree program at GVSU. Therefore, the Parties agree to enter into an Institutional Articulation Agreement (“Agreement”) to assist students who want to transfer with a smooth curriculum transition that minimizes loss of credit and duplication of coursework. GVSU shall seek approval or review of this Agreement from the Higher Learning Commission as appropriate.

**Article II  
Agreement on Program Integrity**

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The Parties enter into this Agreement as cooperating, equal partners who shall maintain the integrity of their separate programs. Both Parties are accredited by the Higher Learning Commission.

Each institution will determine the satisfaction of its program and degree requirements. Specific course requirements and transfer credits will be set forth in separate academic pathways called Program Agreements.

**Article III  
Agreement on Program Articulation**

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This Agreement is designed for students who follow a prescribed plan of study leading to an associate degree at KCC. The credits transferred from the Associate Degree Program will be outlined in separate Program Agreements, a sample of which is attached hereto, and will count towards the total credit hours required for the GVSU baccalaureate degree described in the respective Program Agreement.

Students must also meet all other standard admission, curriculum, and graduation requirements of KCC and GVSU. Program Agreements are subject to this Agreement but will be separately developed and maintained.

Students who transfer to GVSU without an associate degree listed on their transcript will receive notice upon completion of the appropriate number of credit hours at GVSU that their transcript will be sent to KCC for reverse transfer review unless the student chooses to opt-out of the Program Agreement. All correspondence regarding the results of the review will be sent directly to the student from KCC.

**Article IV  
Agreement on Program Specifics**

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Program requirements for GVSU baccalaureate degrees will be set forth by the Parties in separate Program Agreements, which shall incorporate the terms and conditions of this Institutional Articulation Agreement. Program Agreements must be signed and dated by authorized representatives of each institution, in accordance with their institutional requirements.

KCC and GVSU agree to collaborate, via faculty, administrators, and staff at both institutions, to develop Program Agreements that will be subject to this Institutional Articulation Agreement.

Students applying to GVSU pursuant to this Institutional Articulation Agreement must adhere to the admission policies and process of GVSU. GVSU will give KCC students who receive an associate degree from KCC equal consideration for admission and financial aid as other students who have received associate degrees from other institutions, in accordance with all applicable requirements and criteria.

#### **Article V** **Agreement on Student Support**

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GVSU, through the college advising offices identified in each Program Agreement, and KCC have joint responsibility for advising KCC students regarding GVSU's admission and program requirements.

Each Party agrees to track the progress and success of articulation participants. Each Party's responsibility for this tracking rests with the College or Program identified in the applicable Program Agreement. GVSU will track students who have completed an Associate Degree prior to transferring to GVSU. To be able to compare data resulting from this Agreement with National Student Clearinghouse data, KCC will track students who reverse transfer and complete a degree as well as students who indicate their intent to transfer when they apply at KCC.

#### **Article VI** **Agreement on Financial Aid**

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There is no corresponding financial aid consortium agreement for the Agreement. Program Agreements requiring a financial aid consortium will require an addendum to be developed between the financial aid offices of the Parties and those needed to support the programs.

#### **Article VII** **Agreement on Communication**

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The Parties agree to communicate with each other and with their common and respective publics about the established relationship between the two institutions and for the purposes of monitoring and enhancing student academic success. Communication may include the development of publications for distribution that provide information about the opportunities provided by this Agreement. Faculty and staff at both institutions will share the information in this Agreement with interested and qualified students and provide them with access to counseling and advising services.

Any marketing of this Agreement or Program Agreements must comply with Higher Learning Commission requirements. Each institution will assume responsibility for appropriate marketing to their respective student and faculty populations. Any co-branded marketing materials, such as one institution's use of the other institution's logo or branding elements, must be authorized in writing.

The Parties will abide by confidentiality requirements set forth in the Family Education Rights and Privacy Act (FERPA) and other applicable laws.

**Article VIII**  
**Maintenance and Review Procedures**

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Responsibility for oversight of this Agreement rests with the respective Deans of the programs covered by each Program Agreement. Both Parties agree to communicate any changes in their respective programs that may affect this Agreement or individual Program Agreements. Changes shall be communicated by January 31<sup>st</sup> of each calendar year to the respective Deans, KCC's Registrar's Office, GVSU Registrar's Office, and GVSU's Admissions Office so KCC can meet annual catalog deadlines and GVSU can update its websites. Each institution retains control over its curriculum, course requirements, program requirements, and degree requirements. Each institution will notify the other of any curricular changes that would affect the courses in an associated Program Agreement or that could affect the future of this agreement.

**Article IX**  
**Agreement Regarding Independent Relationship**

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In the performance of their respective duties and obligations under this Agreement, each party is an independent contractor, and neither is the agent, employee, or servant of the other, and each is responsible only for its own conduct. Each institution is solely responsible for the development and design of its own curriculum.

**Article X**  
**Notice Provisions**

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The designated representatives of each Party are listed below. All business documents, notices, questions, problems, administrative matters, and communications regarding this Agreement shall be directed to:

GVSU:           Fatma Mili, Ph.D.  
                  Provost and Executive Vice President for Academic Affairs  
                  Grand Valley State University  
                  Allendale, Michigan 49401

Copy to:  
Kara Van Dam, Ph.D, MBA  
Vice Provost for Graduate and Lifetime Learning  
Grand Valley State University  
Allendale, Michigan 49401

Erica R. Hamilton, Ph.D.  
Assistant Vice President, Academic Affairs  
Grand Valley State University  
Allendale, Michigan 49401

KCC:            Tonya Forbes  
                  Vice President, Instruction  
                  Kellogg Community College  
                  Battle Creek, MI 49017

Copy to:  
Bobbie Brawley  
Associate Registrar  
Kellogg Community College  
Battle Creek, MI 49017

**Article XI**  
**Agreement not to Discriminate**

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Each Party agrees that it will not discriminate based on race, creed, color, age, sex, or national origin; that it will comply with the Americans with Disabilities Act of 1990 as amended; and that it does not discriminate on the basis of "physical or mental handicap," unless accommodating the student would fundamentally alter the course or program. Each Party shall be separately responsible for compliance with all federal and state laws, including nondiscrimination laws and all applicable sections of the Michigan Persons with Disabilities Civil Rights Act. Illegal discrimination by either party will be considered a material breach of this Agreement.

**Article XII**  
**Entire Agreement**

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This Agreement constitutes the entire agreement between the parties. All prior discussions, agreements, and understandings, whether verbal or in writing, are hereby merged into this Agreement.

**Article XIII**  
**Amendment, Modification, or Termination**

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No amendment or modification to this Agreement, including any modification or amendment of this paragraph, shall be effective unless the same is in writing and signed by all parties or their successors. This Agreement will be in effect immediately upon authorized signature by each Party and shall remain in effect for ten years.

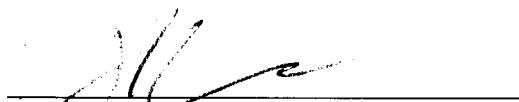
Each Program will review its Program Agreements annually and will provide any changes to the respective Dean and copy the Office of Admissions so that Program Agreements, catalogs, and websites can be updated. If one or more changes on the part of either Party adversely affects a provision of this Agreement, the remaining provisions shall not be affected or impaired in any way. Each Party shall, in any such event, execute such additional documents as the other Party may reasonably request to alleviate the adverse effect.

Either Party may terminate this Agreement at any time with no less than sixty days' written notice. In the event that this Agreement is terminated, the Parties shall cooperate to assist currently enrolled students with completing their Program.

Signatures

Grand Valley State University

By:

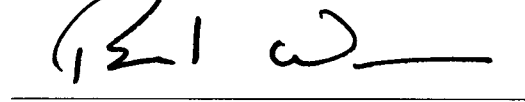


Philomena V. Mantella, Ph.D.  
President

Date: \_\_\_\_\_

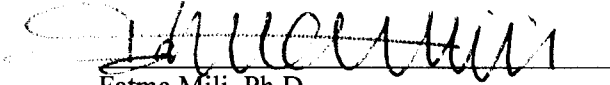
Kellogg Community College

By:



Paul Watson, II, Ed.D.  
President

Date: 5/5/23



Fatma Mili, Ph.D.  
Provost and Executive Vice President for  
Academic Affairs

Date: \_\_\_\_\_



Tonya Forbes  
Vice President, Instruction

Date: 5/5/23