

MEMORANDUM OF UNDERSTANDING

Seamless Partnership Program

between

Rockland Community College

and

The State University of New York College of Agriculture and Technology at Cobleskill

This partnership agreement is entered into by and between Rockland Community College (“RCC”), an educational institution of the State of New York, located at 145 College Road, Suffern, NY 10901 and the State University of New York, a corporation organized and existing under the State of New York with its principal office located at University Plaza, Albany, New York, 12246, for and on behalf of the State University of New York at Cobleskill (“SUNY Cobleskill”), located at 106 Suffolk Circle, Cobleskill, NY 12043.

WHEREAS, this MOU is designed to memorialize the understanding of the parties as to the basic terms and conditions of the Seamless Partnership Program between RCC and SUNY Cobleskill under which RCC associate degree graduates will be able to enroll as students in the baccalaureate degree completion programs offered by SUNY Cobleskill.

NOW, therefore, in consideration of the mutual covenants and consideration herein set forth, the parties hereto agree as follows:

1. RCC students shall be entitled to participate in the seamless partnership program after their graduation from RCC and meeting the admission requirements stated in the appropriate articulation agreement. These upper-division degree completion programs are offered in a cohort model with the students moving through the courses and phases of the program together. The students will be accepted into a cohort and will enroll as matriculated students in SUNY Cobleskill upper-level and required lower-level courses. The remaining lower-level coursework can be satisfied by taking approved classes offered by RCC. Other students, who have successfully completed 60 credits but are not graduates of RCC, may participate in the program with approval.
2. Articulation agreements are the foundation to this partnership which is intended to facilitate an easy transition for RCC graduates who wish to pursue a four-year degree. An upper-division Bachelor in Business Administration degree completion program (See Addendum A) will be offered on the RCC campus pending the minimum cohort number is achieved. Should the minimum cohort number not be met, students will be eligible to attend the BBA degree program offered online or on the SUNY Cobleskill campus.
3. The process will begin with SUNY Cobleskill screening interested, potential seamless partnership students. Students will be prequalified to determine their ability to complete the program as offered (See Addendum B.) Interested students will be notified of their eligibility prior to officially applying.

4. Prequalified RCC students will apply to the appropriate baccalaureate program by completing the on-line SUNY Admissions Application, prior to November 15th for spring semester entry and May 15th for fall semester entry, indicating transfer to SUNY Cobleskill. Eligible candidates will be notified of their acceptance and the cohorts will start once the minimum enrollment has been achieved.
5. An academic plan, the sequence of courses for completion of the degree, will be created for and approved by each student. Students must comply with the 36 credit residency requirement of SUNY Cobleskill. Lower-level RCC courses taken to satisfy other requirements will be transferred to Cobleskill. Matters of registration/enrollment, transfer of credit from other institutions, student conduct code affirmation, student financial aid, and student billing and collection shall be addressed by the appropriate SUNY Cobleskill office.
6. Students matriculated into SUNY Cobleskill's baccalaureate degree program, under this seamless partnership agreement, shall pay tuition and applicable fees for said programs to SUNY Cobleskill in accordance with the published rate schedule and shall be deemed SUNY Cobleskill students for all purposes including financial aid to the institution.
7. During the fall and spring semesters, SUNY Cobleskill students enrolling in lower-level RCC courses will complete a Seamless Partnership Course Approval Form and Advisement Registration Forms and submit these to SUNY Cobleskill's Office of Professional & Continuing Education (PACE). Once approval is received, students will be registered into the RCC courses. RCC will bill SUNY Cobleskill for fall and spring semester tuition and fees at the appropriate published rate schedule of RCC incurred by SUNY Cobleskill students for RCC courses applicable to the baccalaureate degree. It will be the responsibility of RCC to advise SUNY Cobleskill before each semester of any changes to the fees subject to collection. SUNY Cobleskill students, who are residents of New York State and who take RCC courses will complete a certificate of residency annually, which will be submitted to RCC at the time of registration.
8. Upon successful completion, students will receive a diploma or other certification from SUNY Cobleskill.
9. The term of this MOU shall be for two years, beginning with fall semester 2019. The MOU may be extended upon mutual agreement of the partners. SUNY Cobleskill and/or RCC have the right to mutually terminate this agreement early. After the termination date, no new students will be enrolled in programs covered under this agreement. However, courses will continue to be offered to students currently enrolled in the program for the later of two years or completion of degree, but in no event longer than three years.
10. A community college coordinator will manage the activities and advise students in the seamless partnership program. The community college coordinator will be an employee of Rockland Community College, and in collaboration with SUNY Cobleskill's PACE, acts as the program liaison between RCC and SUNY Cobleskill, administer the partnership programs, represent and promote the program to the RCC faculty, students and administration and recommend improvements of the program and its administrative procedures.
11. Students will be required to provide to SUNY Cobleskill all medical and inoculation records necessary for enrollment. With the written approval of the student, copies of student health records


may be sent to SUNY Cobleskill by the RCC health center. Students will be asked to sign an authorization for this purpose.

12. SUNY Cobleskill will monitor student eligibility and disbursement of financial aid and refunds where appropriate. SUNY Cobleskill will monitor the progress of students to determine ongoing eligibility of financial aid. When students are enrolled in courses offered by RCC under the seamless partnership, RCC and SUNY Cobleskill agree to the following:
 - a. RCC will not pay student aid to a student under the Federal and State student assistance programs as this is the responsibility of SUNY Cobleskill.
 - b. SUNY Cobleskill will accept credits from all approved courses earned at RCC in accordance with the appropriate articulation agreement.
 - c. Students will provide official transcripts for any courses not taken through SUNY Cobleskill.
13. Recognizing that students enrolled in this program will be resident at RCC for at least a portion of their educational experience, RCC will make its facilities and services available to such students, including but not limited to the following:
 - a. RCC instructional space and office space for the community college coordinator as both parties agree are needed to sustain the seamless partnership programs. Such space will be maintained by RCC at no cost to SUNY Cobleskill and SUNY Cobleskill will reimburse RCC for the classroom rental at the rate of \$625 per classroom for each 3 credit bearing course. In addition, SUNY Cobleskill shall reimburse RCC at the rate of \$20 per hour for any additional meeting times required. All fees shall be paid at the end of each academic semester;
 - b. Holdings, resources and professional staff of the RCC library during normal operating hours;
 - c. Academic computing labs and the internet during normal operating hours, including use of computers to access web-based registration, email, and course management system at SUNY Cobleskill; and
 - d. Centers for academic support in areas such as aid for disabilities, math, studying, tutoring, and writing.
14. Individuals providing upper level instruction or providing technical assistance in support of upper level instruction to SUNY Cobleskill students will be employees of SUNY Cobleskill. Recruitment, selection, and terms of employment shall be those in accordance with applicable SUNY and/or SUNY Cobleskill policies and labor contracts and applicable accreditation requirements.
15. SUNY Cobleskill employees, students, agents, guests and invitees, when upon the premises of RCC, shall be subject at all times to all the rules, regulations and proper instructions of RCC, and they shall also be subject to removal from RCC and withheld access to the College if in RCC's sole discretion such actions are warranted.


16. RCC shall hold SUNY Cobleskill harmless from and indemnify it for any final judgment of a court of competent jurisdiction to the extent attributable to the negligence of RCC or of its officers or employees when acting within the course and scope of their employment.
17. Subject to the availability of lawful appropriations and consistent with Section 8 of the State Court of Claims Act, SUNY Cobleskill shall hold RCC harmless from and indemnify it for any final judgment of a court of competent jurisdiction to the extent attributable to the negligence of SUNY Cobleskill or of its officers or employees when acting within the course and scope of their employment.
18. SUNY Cobleskill shall be responsible for the preparation of materials to market seamless partnership programs, including press releases, and SUNY Cobleskill and RCC will meet and confer about such materials prior to their issuance.
19. RCC agrees to promote this partnership program with their students, alumni and faculty through different forms of media available to them.
20. It is mutually agreed that at no time shall either party discriminate against any party to or beneficiary under this agreement based upon color, religion, sex, sexual orientation, national origin, age, veteran status and/or handicap.
21. The parties may agree to such additional terms and conditions as are mutually acceptable by executing an amendment to this MOU.
22. This MOU will become effective upon acceptance with appropriate signatures.

State University New York at Cobleskill

Rockland Community College



 Marion A. Terenzio, Ph.D.
 President



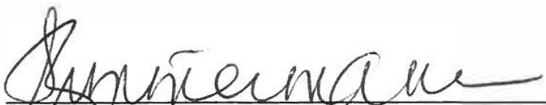
 Michael A. Baston, JD, EdD
 President

_____ 1/7/20


 Date

_____ 1/20/2020

 Date



 Susan J. Zimmermann, Ph.D.
 Provost and Vice President for Academic Affairs

 1/13/20

 Susan Deer, Ph.D.
 Provost and Executive Vice President

_____ 1/7/20

 Date

_____ 1/13/2020

 Date

ADDENDUM A - ACADEMIC PLAN

SUNY Cobleskill Bachelor of Business Administration Degree Completion at Rockland Community College

*Suggested Course Sequence for Fall 2019

Semester 1: FALL 2019		
Code/Name		16 Credits
Tuesday & Thursday 1st 8-Week Block		
BADM 320	Ethics & Management (MF)	3
Saturday 1st 8-Week Block		
BADM 325	International Marketing (UL-MGT)	3
Tuesday & Thursday 2nd 8-Week Block		
ACCT 335	Principles of Financial Management (MF)	3
Online/Cross-registered		
BADM 223	Business Law I (MF)	3
PERS 360	Sports Marketing (UL-LAS)	3
PHED 151	Wellness (MF)	1

Semester 2: SPRING 2020		
Code/Name		15 Credits
Tuesday & Thursday 1st 8-Week Block		
BADM 400	Operations Management (MF)	3
Saturday 1st 8-Week Block		
BADM 420	Marketing Management (PR)	3
Tuesday & Thursday 2nd 8-Week Block		
BADM 315	Entrepreneurship (UL-MGT)	3
Online/Cross-registered		
BADM 305	International Business (MF)	3
UL-LAS	Upper Level Liberal Arts & Sciences (UL-LAS)	3

Semester 3: FALL 2020		
Code/Name		13 Credits
Tuesday & Thursday 1st 8-Week Block		
BADM 300	Management Communications (MF)	3
Saturday 1st 8-Week Block		
BADM	Upper Level BADM (PR)	3
Tuesday & Thursday 2nd 8-Week Block		
BADM 449	Management Policy & Issues (MF)	3
Online/Hybrid		
BADM 380	Internship Orientation (MF)	1
UL-LAS	Upper Level Liberal Arts & Sciences (UL-LAS)	3

Semester 4: SPRING 2021		
Code/Name		12 Credits
BADM 480	Internship (MF)	9
BADM 485	Internship Reporting (MF)	3

The BBA in Business Administration degree completion program is based on a cohort model which is a group of students who move through classes and phases of the program together. This program was created in a two-year full-time sequence of courses as prescribed above. Should a student deviate from the cohort's program sequence, the student may no longer be considered part of the cohort and SUNY Cobleskill is not obligated to offer the courses in a face-to-face format.

Student's Commitment: I have reviewed my Academic Plan. I understand it is my responsibility to follow the above sequence and that if I deviate from this sequence, it will be my responsibility to find an acceptable alternative for meeting my program requirements.

Student's Signature: _____ Date: _____

ADDENDUM B

Rockland Community College Prerequisite Courses for
SUNY Cobleskill Bachelor in Business Administration Degree Completion
Minimum 2.25 GPA Required

ACC 101	Financial Accounting
ACC 102	Managerial Accounting
BUS 203	Business Law I
MKT 201	Principles of Marketing
MGT/OFT 111	Spreadsheet & Database Mgmt.
MGT 150	Principles of Management
ECO 202	Macroeconomics
ENG 101	English Composition I
ENG 102	English Composition II
MAT 125	Mathematics - Statistics
SPE 101	Fundamentals of Speech
ACC/BUS/MGT/MKT/FIN	Business Electives
SUNY General Education Courses	

Students need to have an associate degree or 60 equivalent credits.

*Students without all prerequisites will be advised on an individual basis regarding eligibility
for the BBA Degree Completion program.*