

**Michigan State University  
College of Agriculture and Natural Resources Institute of  
Agricultural Technology  
and  
Delta College**

**CONSORTIUM AGREEMENT  
Updated 12/7/23**

Michigan State University's College of Agriculture and Natural Resources ("MSU CANR") and Delta College, pursuant to this Consortium Agreement (the "Agreement"), agree to provide inter-institutional instructional programs in Food Processing, Technology and Safety Certificate and Associate of Applied Science in Agricultural Technology (each a "Program" and collectively, the "Programs"). The specific courses and requirements for the Programs are outlined in Appendix A (MSU IAT Certificates, additional associate degree 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 Educational Opportunities; therefore, MSU CANR and Delta College 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 Delta College, will allow students to complete a certificate program in Food Processing, Technology & Safety (FPTS).

1. MSU will provide students with a schedule of MSU courses needed to complete a certificate in the respective Programs (see Appendix A for MSU courses).
2. Delta 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 as necessary (see Appendix A for Delta College courses). Students must earn a minimum grade of 2.0 in all Delta College courses that are to be transferred to MSU for completion of a certificate program.

**C. Associate Degree**

1. Delta College will offer an Associate of Applied Science in Agricultural Technology for those students who wish to add an associate degree to an MSU certificate. Delta College agrees to accept all MSU Certificate coursework in transfer toward the associate degree where the grade is a 2.0 or better. To be awarded an associate degree at Delta College, students must complete all required coursework, with at least 15 credits of coursework at Delta College, and any other program requirements for the associate degree.
2. MSU CANR will keep its course equivalencies up to date in Transfer MSU (<http://transfer.msu.edu/>) and will provide Delta College with curriculum guidelines, as needed, beyond those found in the MSU Academic Programs catalog (<https://reg.msu.edu/AcademicPrograms/Default.aspx>).

**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 (the "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 Delta College-MSU FPTS stakeholder groups.
2. Delta College shall reimburse MSU CANR 50% of the MSU Coordinator's annual salary and fringe benefits costs. Delta College shall make the reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. Delta College 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 Delta College shall participate in the selection and annual evaluations of the MSU Coordinator; however, MSU CANR shall have final decision-making responsibility.
4. The MSU Coordinator will serve as the academic advisor, for both Delta College and IAT, to work directly with students in the program and industry partners to establish workplace internships.

**E. Community College Program Representative**

1. Delta College agrees to designate a representative (the "DC Representative") to serve as a single point of contact for the MSU Coordinator and for prospective students in the Programs. The DC Representative, working together with the MSU Coordinator, will coordinate inter-institutional communication and information regarding admissions, enrollment status, course scheduling, and advising.

**F. Delta 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 Delta 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 is the need to regularly share information, including student records, between Delta College and MSU. To that end, MSU and Delta 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 regulations promulgated under the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g et seq. regarding the use and redisclosure of any such records. All dually enrolled students will be notified that Delta College and MSU will disclose their student records to the other institution.
2. Delta College will assume the responsibility of processing, awarding, and disbursing financial aid for those students who qualify for aid. Accordingly, Delta College will be responsible for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, record retention and reporting including the National Student Loan Data System (NSLDS). Both schools shall be responsible for reporting data on the Fiscal Operations Report and Application to Participate (FISAP).

The guiding operational principle is that Delta College will act as the home institution and MSU as the host institution for the purposes of delivering financial aid.

Under this Agreement, the responsibility for administering outside scholarships awarded to the student will be a shared arrangement. Generally, outside scholarship funds will be sent to and processed by Delta College. In most cases, the administration of local promise zones will be processed by Delta College. DC will be notified of any scholarship that is not processed by DC.

The MSU Coordinator at Delta College will provide a list of enrolled students for both MSU and Delta College to both financial aid offices to ensure that there is no duplication of aid. Any institutional aid awarded by MSU will be reported to Delta College as well.

Financial aid refunds received by students through Delta College must be used to help cover the costs of tuition, fees, and other educational related expenses for coursework at MSU.

**G. Use of Classroom Facilities on the Delta College Campus (es) for Michigan State University Coursework in the Programs**

1. MSU and Delta College agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of Delta College, 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. MSU courses will be offered during normal operating hours of Delta College.
2. In the event of campus delays or closure, MSU courses will follow Delta College operational decisions.
3. The Delta College Disability Support Services office is available for collaboration on student accommodations, but if there is a need for student accommodations within an MSU course, MSU will be responsible for any charges associated with the accommodations. Delta College will be responsible for any accommodations and charges associated with accommodations as a part of any Delta College course.
4. Delta College will provide access to current technology systems that they use at the their college. Systems provided by MSU are MS 365, ZOOM, and D2L. If another system is required for compatibility, an agreement must be developed between MSU and Delta College prior to implementation.
5. Delta College will proctor MSU online course exams as needed in the Testing Center at no charge for students that are dually enrolled. Proctoring online courses must occur during Testing Center operational hours.
6. The MSU Coordinator at Delta College will be provided a computer by MSU. However, the MSU Coordinator will be provided access to the Delta College authenticated network.

**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, or written amendment to this Agreement, will need to be signed before additional programs can be implemented.

**I. Program Review & Termination**

1. The 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 Delta College may terminate the Agreement at any time by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, any Delta College student who has become dually enrolled in one of the Programs prior to termination will be allowed to complete such Program within two (2) 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 (3) 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 Delta College are signatories to this Agreement, which will take effect upon the last dated signature below:

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Dr. Mike Gavin,  
President

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Dr. Reva Curry,  
Vice President of Instruction/Learning Services

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Eduardo Sunida, Dean  
Career Education and Learning Partnerships

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Sue Roche, Associate Dean  
Business and Technology Division

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Jeno Rivera, Director  
Institute of Agricultural Technology

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Kelly Millenbah, Dean  
College of Agriculture and Natural Resources

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Thomas D. Jeitschko, Interim Provost and  
Executive Vice President for Academic Affairs

## Appendix A

### Michigan State University IAT FPTS Certificate Requirements

#### Requirements for Food Processing, Technology and Safety

Students must complete 60 credits from the following:

1. All of the following courses (27 credits):

AFRE	100	Decision-making in the Agri-Food System	3
AT	193	Agricultural Technology Clerkship	2
AT	293	Professional Internship in Agricultural Technology	3
FSC	111	Foundational Concepts in Food Processing and Technology	3
FSC	112	Seminar in Food Processing, Technology and Safety	1
FSC	113	Basic Commodity Overview Food Processing and Technology	3
FSC	114	Food Processing and Technology Facilities Management	3
FSC	125	Food Processing and Technology Unit Operations	2
FSC	240	Applied Microbiology in Food Processing	2
FSC	241	Safety Principles and Regulations in Food Processing and Technology	3
FSC	242	Applied Chemistry in Food Processing and Technology	2
  
2. Two of the following courses (4 credits):

FSC	230	Fruit and Vegetable Processing	2
FSC	231	Cereals Processing	2
FSC	232	Dairy Foods Processing	2
FSC	233	Muscle Foods Processing	2
  
3. Complete a minimum of 3 elective credits in the College of Agriculture and Natural Resources as approved by the program coordinator in the Institute of Agricultural Technology.
  
4. Complete 26 credits of additional course work through the College of Agriculture and Natural Resources, a community college partner (Delta College, Kellogg Community College, Muskegon Community College, Wayne County Community College District) or an approved transferring institution. All course work must be approved by the program coordinator in the Institute of Agricultural Technology.

## Delta College Associate of Applied Science in Agricultural Technology

TOTAL CREDITS REQUIRED FOR DEGREE= 64

1. Complete 34 credits from the College of Agriculture and Natural Resources at MSU as part of the Food Processing, Technology & Safety (FPTS) Program in the Institute of Agricultural Technology.

2. All of the following Delta College courses (30 credits total)

Natural Science Graduation Elective	(5 cr)
CHM 111- General & Inorganic Chemistry or CHM 101W- General Chemistry I	
MTH 119W- Intermediate Algebra or MTH 122W- College Algebra	(4 cr)
COM 114W- Interpersonal Communications	(3 cr)
ECN 221W- Principals of Macroeconomics	(4 cr)
ENG 111- College Composition I	(3 cr)
PHL 203W- Business Ethics or PHL 213- Introduction to Ethics	(3 cr)
LW 223W- Wellness in Technical Trades or LW 221W	(2 cr)
POL 103W- American Politics or POL 105W, POL 212W, POL 215W, POL 220W, POL 221W, POL 223W, POL 225W, POL 228W, HIS 221W, HIS 222W, or HIS 237W	(3 cr)
CST 134- Micro Computers in Business Using MS Office	(3 cr)