

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

CONSORTIUM AGREEMENT

Michigan State University's College of Agriculture and Natural Resources ("MSU CANR") and Northwestern Michigan College (NMC), pursuant to this Consortium Agreement (the "Agreement"), agree to provide inter-institutional instructional programs horticulture/plant science resulting in an MSU IAT Certificate and NMC Associate of Applied Science (AAS) (each a "Program" and collectively, the "Programs") in majors specified in Appendices A, B and C, along with specific courses and requirements for each program. 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 MSU CANR and Northwestern Michigan 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**
1. MSU CANR, with instructional coordination provided by its Institute of Agricultural Technology (IAT), will offer coursework that, combined with credits from Northwestern Michigan College, will allow students to complete a certificate program in the majors indicated in Appendices A, B, C.
 2. MSU will provide students with a schedule of MSU courses needed to complete a certificate in the respective Programs.
 3. Students must earn a minimum grade of 2.0 in all courses that are to be transferred to MSU for completion of a Certificate Program.
- C. Associate of Applied Science Degree**

1. Northwestern Michigan College will offer an Associate of Applied Science Degree for each major included in Appendices A, B, C.
2. Northwestern Michigan College agrees to accept all MSU Certificate transfer credit toward the AAS in which a grade of 2.0 or better is earned.
3. Students must complete all required coursework and program requirements for the AAS, with at least 15 credits of coursework taken in residence for Northwestern Michigan College to award the AAS.
4. MSU CANR will keep its course equivalencies up-to-date in the appropriate transfer equivalency system and will provide Northwestern Michigan College 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 (the "MSU Coordinator") for the purpose of student recruitment, curriculum coordination, internship placements, certificate coursework review, academic advising, support to students participating in the Program and work with the Northwestern Michigan College Plant Science stakeholder groups and Advisory Committees.
2. Northwestern Michigan College shall reimburse MSU CANR 50% of the MSU Coordinator's annual salary and fringe benefits costs. Northwestern Michigan College shall make the "reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. Northwestern Michigan 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 designee representative of Northwestern Michigan College shall participate in the selection and annual evaluations of the MSU Coordinator.

E. Community College Program Representative and Academic Advisor

1. Northwestern Michigan College agrees to designate a representative (the "NMC Representative") to serve as the on-site supervisor for the Coordinator and who will work with the Coordinator to facilitate inter-institutional communication; information regarding admissions and enrollment status, Financial Aid and verification; and course and classroom scheduling.

F. Northwestern Michigan 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 Northwestern Michigan College and the IAT Program offered by MSU, permitting them to enroll in the required coursework offered by both institutions. The need to regularly share information, including student records, between the institutions is fundamental to the effective and efficient administration of the Programs. To that end, MSU and NMC 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. R 1232g et seq. regarding the use and redisclosure of any such records. All dually enrolled students will be notified that Northwestern Michigan College and MSU will disclose their student records to the other institution and students seeking dual enrollment shall be required to sign consent with respect to such disclosures (see Appendix D for the student consent form).
2. Prior to being admitted to and enrolled in Michigan State University (MSU) coursework Northwestern Michigan College (NMC) will assume the responsibility of processing, awarding and disbursing financial aid for those students who qualify for aid. Accordingly, NMC 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) and Fiscal Operations Report and Application to Participate (FISAP).
3. When students are admitted to the Program at both institutions and begin MSU course work, NMC will assume the responsibility of processing, awarding and disbursing financial aid, to the extent that the students are eligible at NMC for financial assistance as a part of the broad consortia commitment of the Program. NMC also will assume primary responsibility for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, in addition to record retention and reporting the combined enrollment at both MSU and NMC to the NSLDS and FISAP.
4. The guiding operational principle is that MSU will act as the host institution and NMC as the home institution during the period of time the student is completing the requirements for the certificate program.
5. Once a student completes the MSU certificate program, NMC will process the financial aid and monitor record retention and reporting including the NSLDS and FISAP for any student still matriculating at NMC to complete any additional degrees.
6. 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 NMC. In most cases, the administration of local promise zones or other local scholarships will be processed by NMC. NMC will be notified of any scholarship that is

not processed by NMC.

7. The MSU IAT Coordinator at NMC will provide a list of students and their enrollment at both MSU and NMC to both financial aid offices at the beginning of each Fall, Spring and Summer semester.
8. Financial aid refunds received by students through MSU must be used to help cover the costs of tuition, fees and other expenses related to their expenses for coursework at NMC.
9. Students shall be eligible for scholarships from both MSU and NMC.

G. Use of Classroom Facilities on the Northwestern Michigan College Campus(es) for Michigan State University Programs

1. MSU and Northwestern Michigan College agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of Northwestern Michigan College, classroom usage fees and equipment (such as those used for distance learning technology) may be waived. Classroom usage fees that are charged to MSU by Northwestern Michigan College will be determined based on operating expenses incurred by Northwestern Michigan College for said room usage. Rates for classroom usage fees will be based on an hourly rate as determined by Northwestern Michigan College. If there is a need for a classroom facilitator to operate equipment, MSU will be responsible for those charges.
2. Northwestern Michigan College will provide a distance learning technology system that is compatible with MSU systems.
3. Northwestern Michigan College will proctor MSU online and/or face to face course exams as headed in the Testing Center at no charge for students enrolled in the programs.

H. Additional Certificate Programs

1. This Agreement serves as the operating agreement for any additional CANR IAT certificate programs as agreed to by both parties based on agreed upon needs assessment. Additional programs will be jointly agreed upon and an additional Agreement Addendum must be signed before additional programs can be implemented.

I. Program Review & 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 date this Agreement is signed.

2. Either Michigan State University or Northwestern Michigan College may terminate the Agreement by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, any Northwestern Michigan College student who has become dually enrolled in one of the Programs prior to 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 Northwestern Michigan College are signatories to this Agreement which will take effect upon the last dated signature below:

NORTHWESTERN MICHIGAN COLLEGE

MICHIGAN STATE UNIVERSITY

_____ Date _____
 Dr. Nick Nissley,
 President

_____ Date _____
 Dr. Thomas D. Jeitschko,
 Interim Provost and Executive VP
 for Academic Affairs

_____ Date _____
 Dr. Stephen Siciliano,
 Vice President for Educational Services

_____ Date _____
 Dr. Kelly Millenbah, Dean
 College of Agriculture and Natural Resources

_____ Date _____
 Mr. Jason Slade
 Vice President of Strategic Initiatives

_____ Date _____
 Dr. Jenó Rivera, Director
 Institute for Agricultural Technology

_____ Date _____
 Tony Krolak, Senior Associate Director
 Office of Financial Aid

_____ Date _____
 Lynn Kriser, Office of General Counsel

APPENDIX A

FRUIT AND VEGETABLE CROP MANAGEMENT PROGRAM REQUIREMENTS

Requirements for MSU CANR IAT Certificate in Fruit and Vegetable Crop Management

Total credits required for graduation= 60

1. All the following MSU courses (22 credits total)

AFRE 130	Farm Management	3
AT 202	Agricultural Regulation Compliance and Safety	3
AT 293	Professional Internship in Agricultural Technology	3
CSS 126	Introduction to Weed Management	2
CSS 143	Introduction to Soil Science	2
ENT 110	Applied Entomology of Economic Plants	3
HRT 206	Training and Pruning Plants	1
HRT 207	Horticulture Career Development	1
HRT 218	Irrigation Systems for Horticulture	2
PLP 105	Fundamentals of Applied Plant Pathology	2
2. Complete a minimum of 8 elective credits in the College of Agriculture and Natural Resources as approved by the Program Coordinator in the Institute of Agricultural Technology.
3. Complete 30 credits from a community college partner as approved by the program coordinator in the Institute of Agricultural Technology.

Requirements for NMC Associate in Applied Science Degree- Plant Sci. - Fruit and Vegetable Crop Management

TOTAL CREDITS REQUIRED FOR DEGREE= 60

1. All the following NMC General Education Requirements (17 to 19 credits):

Communications:		
ENG 111		4cr
and either BUS 23 1 or ENG 112 or ENG 220		3-4 cr
Humanities:		
Any Group 1 course		3-4 cr
Math competency:		
Placement into MTH 111 or higher, or completion of MTH 019 with 2.0		
Science:		
BIO 108		4 cr
Social Science:		
ECO 201 or ECO 202		3 cz
2. NMC Occupational Specialty Requirements (11 to 12 credits)

CIT 100 Computers in Business	3 cr
NMC Directed Electives (as approved by program coordinator)	8-10 cr
3. Complete 30 credits with at least a 2.0 from the CANR at MSU as required for the Fruit and Vegetable Crop Management Certificate in the Institute of Agricultural Technology.

APPENDIX B

LANDSCAPE MANAGEMENT PROGRAM REQUIREMENTS

Requirements for MSU CANR IAT Certificate in Landscape Management

Total credits required for graduation= 60

1. All the following MSU courses (26 credits total)

AT 202	Agricultural Regulation Compliance and Safety	3
AT 293	Professional Internship in Agricultural Technology	3
CSS 126	Introduction to Weed Management	2
CSS 143	Introduction to Soil Science	2
ENT 110	Applied Entoinology of Economic Plants	3
HRT 207	Horticulture Career Development	1
HRT 211	Landscape Plants I	3
HRT 212	Landscape Plants II	3
HRT 213	Landscape Maintenance	2
HRT 218	Irrigation Systems for Horticulture	2
PLP 105	Fundamentals of Applied Plant Pathology	2
2. Complete a minimum of 4 elective credits in the College of Agriculture and Natural Resources as approved by the Program Coordinator in the Institute of Agricultural Technology
3. Complete 30 credits from a community college partner as approved by the program coordinator in the Institute of Agricultural Technology.

Requirements for NMC Associate in Applied Science Degree- Plant Sci. - Landscape Management

TOTAL CREDITS REQUIRED FOR DEGREE= 60

1. All the following NMC General Education Requirements (17 to 19 credits):

Communications:		
ENG 111		4cr
and either BUS 231 or ENG 112 or ENG 220		3-4 cr
Humanities:		
Any Group 1 course		3-4 cr
Math competency:		
Placement into MTH 111 or higher, or completion of MTH 019 with 2.0		
Science:		
BIO 108		4 cr
Social Science:		
ECO 201 or ECO 202		3 cr
2. NMC Occupational Specialty Requirements (11 to 13 credits)

CIT 100 Computers in Business	3 cr
NMC Directed Electives (as approved by program coordinator)	8-10 cr
3. Complete 30 credits with, at least a 2.0 from the CANR at MSU as required for the Landscape Management Certificate in the Institute of Agricultural Technology.

APPENDIX C

VITICULTURE PROGRAM REQUIREMENTS

Requirements for MSU CANR IAT Certificate in Viticulture

Total credits required for graduation= 60

1. All the following MSU courses (23 credits total)

AT 202	Agricultural Regulation Compliance and Safety	3
AT 293	Professional Internship in Agricultural Technology	3
CSS 126	Introduction to Weed Management	2
CSS 143	Introduction to Soil Science	2
ENT 110	Applied Entomology of Economic Plants	3
HRT 231	Clerkship in Grape Harvest and processing	1
HRT 232	Principles of Viticulture	3
HRT 232	Field Practices in Viticulture and Enology	3
HRT 234	Current Issues in Viticulture and Enology	1
PLP 105	Fundamentals of Applied Plant Pathology	2
2. Complete a minimum of 7 elective credits in the College of Agriculture and Natural Resources or Viticulture and Enology Science and Technology Alliance (VESTA) as approved by the Program Coordinator in the Institute of Agricultural Technology.
3. Complete 30 credits from a community college partner as approved by the program coordinator in the Institute of Agricultural Technology.

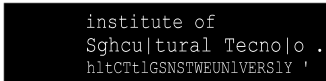
Requirements for NMC Associate in Applied Science Degree- Plant Sci. - Viticulture

TOTAL CREDITS REQUIRED FOR DEGREE= 60

1. All the following NMC General Education Requirements (17 to 19 credits)'

Communications:		
ENG 111		4cr
and either BUS 231 or ENG 112 or ENG 220		3-4 cr
Humanities:		
Any Group 1 course		3-4 cr
Math competency:		
Placement into MTH 111 or higher, or completion of MTH 019 with 2.0		
Science:		
BIO 108		4 cr
Social Science:		
ECO 201 or ECO 202		3 cr
2. NMC Occupational Specialty Requirements (11 to 13 credits)

CIT 100 Computers in Business	3 cr
NMC Directed Electives (as approved by program coordinator)	8-10 cr
3. Complete 30 credits with at least a 2.0 from the CANR at MSU or VESTA as required for the Viticulture Certificate in the Institute of Agricultural Technology.



Authorization to Release Student Information

Student Information

NOTE: The requesting **student shall** submit this completed **form to the IAT Coordinator**

Student's Name _____ Phone _____
 NMC ID _____ MSU PID _____

Third-party Information

My signature below indicates that I understand my enrollment in the Institute of Agricultural Technology offered by Michigan State University (MSU) in cooperation with Northwestern Michigan College requires sharing of my student records. This includes records from previous and current institutions for admissions, advising, financial aid reporting, to track my progress toward completion of the MSU IAT Certificate program and Associates Degree from Northwestern Michigan College (NMC).

Information to be Released: (Check all that apply)

- Financial Aid Information: Satisfactory Academic Progress, GPA, FAFSA Info, Award Amounts
- Student Billing Information: Balances, Charges, Billing, Payments, Refunds, Collections
- Student Records/Registration Information: Class Schedule, Grades, Grade Point Average, transcripts
- Judicial Records Information – Student Discipline

Authorization

In accordance with The Family Educational Rights and Privacy Act (FERPA) of 1974, Northwestern Michigan College and Michigan State University will only share confidential information from the education records of students to parents or other third parties provided the College has written consent from the student on file. Please sign below and return to your IAT Program Coordinator, who will share with the both MSU and NMC. *Note: This release form will remain valid through the student's enrollment at Northwestern Michigan College until MSU's Institute of Agricultural Technology unless specifically revoked by this student.*

By signing below, I consent that Michigan State University Institute of Agricultural Technology and Northwestern Michigan College may disclose and discuss the information noted above from my education record.

Student Signature _____ Date _____

Office Information Use Only SPACMNT updated by:	SPACMNT changes updated by:
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