Computer Information Systems Articulation Agreement
between
Dakota College Bottineau and Valley City State University

Introduction: This articulation agreement formally recognizes that Valley City State University (hereinafter VCSU) and Dakota College Bottineau (hereinafter DCB) are educational institutions which agree to work together to provide educational opportunities for the students of their institutions.

The Computer Information Systems major is a face-to-face program. Students will need to take some courses online and some on the VCSU campus to complete this degree.

Purpose: The purpose of this agreement is to provide a seamless articulation of credits for students who earn an Associate in Applied Science Degree from DCB to transfer to VCSU in order to earn a Bachelor of Science or Bachelor of Arts in Computer Information Systems from VCSU.

Steps:

1. Complete the DCB Associate in Arts or Associate in Science degree in Information Technology.
2. Apply to Valley City State University and declare the Computer Information Systems major. Transfer credits earned from DCB AAS degree will apply toward the Bachelor of Science or Bachelor of Arts degree. DCB students my choose to stay in Bottineau as VCSU students for their 3rd year. Students must attend courses on the VCSU campus during their senior year.
3. Students must complete a minimum of 30 hours of upper level (300-400 level) credit from VCSU to complete graduation requirements from VCSU.

4. Graduates under this program would earn a Bachelor of Science or Bachelor of Arts degree in Computer Information Systems.

Note: The Bachelor of Arts degree requires completion of a 16 additional credits of Language/Cultural Studies block beyond the Bachelor of Science degree requirements. There may be remaining upper division general education requirements to complete after transferring to VCSU. The AAS degree is not included in the NDUS GERTA agreement.

Motivating Principles and Values:
1. Students will be well served by the partnership and the high quality program offered through this agreement.
2. This partnership will benefit the educational needs of the region by providing graduates of high quality.
3. Both campuses seek to maintain compliance with state and national accreditation guidelines to ensure quality.

Accreditation: VCSU is accredited by the North Central Association of Colleges and Schools--The Higher Learning Commission (HLC); The National Council for the Accreditation of Teacher Education (NCATE); and approved by the State of North Dakota Education Standards and Practices Board (ESPB).   DCB is accredited by the North Central Association of Colleges and Schools – The Higher Learning Commission (HLC).

Longevity of Agreement: This agreement will be in effect for five (5) years, starting January 1, 2015. At the end of the five (5) years, students who have begun the program and are in the process of completion will be allowed to finish (within a one or two year timeline). Agreement will be reviewed annually to reflect changes in curricula and campus procedures and policies.

Termination or Revisions: DCB and VCSU agree to provide at least 90 days advance written notification of their intent to terminate the agreement. All revisions of this agreement must be approved in writing by those who sign this agreement or their successors.

Governance and Management: This agreement shall be governed by the academic policies and procedures of DCB and VCSU. As required by the condition of the program and accreditation, the Bachelor of Science (or Arts) Degree in Art and the Bachelor of Science in Education Degree in Computer Information Systems Program will be governed by the Computer Systems and Software Engineering at VCSU. Conversely, the AAS degree in Information Technology will be administered by DCB as required by the guidelines.

VCSU agrees to arrange for a Program Representative to be available to advise Computer Information Systems students in the program each semester.

Both Valley City State University and Dakota College Bottineau will provide a liaison that will be available to inform and guide students through this program.

VCSU agrees to grant a Bachelor of Science or Bachelor of Arts with a major in Computer Information Systems to students who successfully complete the requirements for the degree.

It is agreed upon that DCB will provide general education courses, supplementary curriculum, and elective courses which satisfy VCSU graduation requirements for students enrolled in this program.

Graduation Requirements: A minimum of 120 total credits are required for a Bachelor's degree and must be taken from the appropriate categories. Students must complete a minimum of 30 hours of upper level (300-400 level) credit to complete graduation requirements from VCSU. Students must complete a minimum of 30 hours from VCSU. College-level credit hours earned at DCB that do not meet general education requirements, program requirements professional education requirements will be used as general electives and count toward total credits required for graduation. All non-education majors are required to complete a minor.

As part of VCSU graduation requirements, students must develop a digital portfolio that illustrates the best evidence of meeting the abilities and skills requirements for their degree. VCSU recommends students enroll in the appropriate Senior Portfolio course for 1 semester credit to assist them in developing their digital portfolio.

Admission: Students taking DCB course(s) must apply and be accepted for admission at DCB. Students taking VCSU course(s) must apply and be accepted for admission at VCSU. All admission policies at the respective institution will apply.

Registration: Each institution will follow its own policies and procedures for registering students for their programs(s). DCB will be responsible for registering students in the associate program(s), and VCSU will be responsible for registering student(s) in the baccalaureate program(s). Collaborative enrollment processes identified in NDUS Collaborative Student Procedure 404.0 will be used as needed.

Should a student drop credits during the collaborative semester at the "host" campus, the "host" campus is responsible for immediately notifying the "home" campus Financial Aid Office.

Student Services: If students have documented disabilities that may affect their academic experience and are seeking accommodations, it is their responsibility to

supply documentation and make a request for services through the office of Student Academic Services as soon as possible.

During the semesters in which VCSU degree-seeing students are enrolled in at least one DCB course, they will have access to all student services. The NDUS collaborative student process will be followed in enrolled in at least one DCB course are eligible to live in the DCB residence halls, which includes a required meal plan.

Student Support Services: DCB will provide the following services for students who are enrolled in at least one of their courses: Tutoring, Counseling, Disability Support Services,and Health Services. Tutoring services through DCB will be available only for DCB courses. While students are taking only VCSU courses, VCSU will be responsible for providing the following services: Tutoring, Counseling, and Disability Support Services. VCSU will be responsible for providing tutoring assistance for all their courses.

Financial Aid: Students enrolled in a DCB two-year degree seeking program will have all aspects of their Federal Title IV Financial Assistance administered by DCB's Financial Aid Office. This includes, but is not limited to:

- Processing of FAFSA and other applications, determination of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Administration of all aspects of the Federal Family Educational Loan Programs

During the student's enrollment at DCB, DCB policies and procedures will apply. Student budgets (Cost of Attendance) used in establishing aid amounts will be the same as those used for awarding federal aid to other DCB students. A contact from the DCB Financial Aid Office will be identified to work with the Valley City State University Financial Aid Office assigned contact.

Students may be employed in a DCB student employee position funded through institutional funds if enrolled in at least six (6) DCB credits hours during each semester of employment, and must meet all DCB student employee requirements.

Valley City State University will be responsible for awarding aid to students who have been admitted to Valley City State University. Students will have all aspects of their Federal Title IV Financial Assistance administered by Valley City State University Student Financial Aid Office. This includes, but is not limited to:

- Processing of applications, evaluation of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;

- Calculation and distribution of refunds;
- Notifying changes in enrollment status to lenders under the Federal Family Educational Loan Programs.

During this enrollment the Valley City State University policies and procedures will apply. Student budgets (costs) used in establishing aid amounts will be the same as those used for awarding federal aid to other Valley City State University students.

Students on the DCB campus are not eligible for Valley City State University sponsored scholarships, waivers, or federal student work-study while pursuing a degree from Valley City State University. Students enrolled in the Valley City State University program are not eligible for DCB sponsored scholarships or waivers. Students may be employed in a DCB student employee position funded through institutional funds if enrolled in at least six (6) DCB credit hours during each semester of employment and must meet all DCB student employee requirements.

Entrance and exit loan counseling requirements will be met with the use of electronic counseling available through the website http://www.mappingyourfuture.org/OSLC (for Perkins Loans) and https://studentloans.gov/myDirectLoan/index.action for all Federal Direct Loans.

Tuition and Fees: NDUS procedure 805.3.1, Collaborative Distance Learning Tuition, will apply to this agreement.

Technology and Support Services: VCSU will provide students in this program adequate technical support in a timely manner for the courses taken from VCSU. DCB will provide students in this program adequate technical support in a timely manner for the courses taken from DCB.

Students enrolled in at least one VCSU course will have full access to VCSU technology services, including VCSU wired and wireless computer network, Blackboard account, VCSU email/messaging account, printer access, and computer peripheral equipment checkout. Students may elect to pay the VCSU technology "buy up" fee if they would like full-time access to a VCSU laptop according to the established procedures at the following URL: http://technologyservices.vcsu.edu/vp.htm?p=2921

All online students in VCSU courses are expected to abide by the technical requirements, as outlined at http://distancelearning.vcsu.edu/vp.htm?p=1288

The following URL provides additional information regarding the notebook computer initiative at VCSU: http://technologyservices.vcsu.edu/vp.htm?p=2958

Marketing: A VCSU representative will come to the DCB campus once a year to recruit new students for this program. VCSU will be responsible for providing DCB with

marketing materials to distribute to prospective students. Both institutions will display information about this agreement on their Transfer Website. DCB will work collaboratively with VCSU to identify prospective students for this program.

Textbooks: The textbooks for the VCSU courses will be purchased through VCSU. Likewise, the textbooks for the DCB courses will be purchased through DCB.

Faculty and Staff: VCSU will select and assign qualified faculty members to teach the required courses. VCSU will name a Program Coordinator for this agreement. DCB will assign a faculty member as a liaison for this agreement.

Per NDUS guidelines, VCSU's Agreement Manager for this articulation is the Director of Distance Learning and Faculty Development and can be reached through the Academic Affairs office (701-845-7202).

VCSU's Computer Information Systems Program Coordinator is Susan Pfeifer, Associate Professor, Computer Systems and Software Engineering Department (701-845-7719).

Amendments to the Agreement: Mutually agreed upon amendments to this agreement may be approved by those who sign this agreement or their successors. The agreement may be terminated at any time through joint action of the two presidents with adequate provision for currently enrolled students.

VALLEY CITY STATE UNIVERSITY
Composite Major: **Computer Info Systems**

B.A. / B.S.

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2014-2016

Student Name _____

Student ID _____

Advisor _____

General Education Requirements	39 Crs		Required Courses	54 Crs		For B.A. degree, Language/Cultural Studies
Subject-Catalog Nbr-Course Title - Credits	*Del*	*Sub*	*Subject-Catalog Nbr-Course Title - Credits*	*Del*	*Sub*	*Subject-Catalog Nbr-Course Title - Credits*
Communication & Collaboration - 9 crs			ACCT 200 Elements of Accounting I - 3	DCB		In consultation with your advisor, select a
ENGL 110 College Composition I	DCB IT	ENGL110	ACCT 201 Elements of Accounting II - 3	DCB		**16 credit** block of related courses from the
			CIS 104 Microcomputer Database - 2	DCB IT	CIS104	following: Spanish, Art, Music, English,
ENGL 125 Intro to Professional Wrtg*	DCB IT	ENGL125	CIS 105 Microcomputer Spreadsheets - 2	DCB IT	CIS105	Theatre, Photography, and History.
			CIS 147 Principles of Info Security - 3	DCB IT	CIS147	Courses may not be double-counted and
COMM 110 Fund of Public Speaking			CIS 276 Business Languages - 3	DCB IT	CSCI122	may not include credits for portfolio
or COMM 212 Interpersonal Comm			CIS 329 Information Systems Mgmt - 3	NITC	CIS229	preparation or internships.
or COMM 216 Intercultural Comm			CIS 369 Enterprise Systems - 3	NITC	CIS269	
			CIS 380 Systems Analysis and Design - 3	VCSU		*These credits are recorded as Electives*
Problems Solving - 11 crs			CIS 381 Project Management - 3	DCB IT	CIS281	*on a graduation audit until approval of the*
Mathematics - 3 crs (Select one course)			CIS 385 Database Theory/Design - 3	VCSU		*Language & Cultural Studies Block form*
MATH 103 College Algebra	DCB IT		CIS 460 Enterprise Architecture - 3	VCSU		
MATH 104 Finite Mathematics			CIS 465 IS Strategy Mgmt & Acquisition - 3	VCSU		
MATH 107 Precalculus			CIS 470 CRM and BI - 4	VCSU		
MATH 165 Calculus I			CIS 480 Capstone Project - 3	VCSU		
			CIS 491 Senior Portfolio - 1	VCSU		
Lab Science - 8 crs (Select two courses)			ECON 261 Business Statistics - 3	DCB	MATH240	
BIOL 111, 150, 151, 170, 220, 221			ENGL 310 Advanced Comp - 3	VCSU		
CHEM 115, 116, 121, 122; GEOL			*or* ENGL 410 Tech & Scientific Wrtg - 3			

	DCB	Code	Directed Electives	18 Crs	Code	For B.S. degree, Related Field
100, 106						
PHYS 100, 110, 161, 162, 251, 252; TECH 161			*or* ENGL 420 Online Comm & Doc - 3			
GEOL105	DCB		MGMT 430 Organizational Behavior - 3	VCSU		
Technology - 3 crs *(Select one course)*						
CIS 170 Intro to Computer Info Systems*	DCB IT	CSCI101				
Wellness - 2 crs			**Directed Electives**	**18 Crs**		**For B.S. degree, Related Field**
HPER 100 Concepts Fitness & Wellness			CIS 128 Microcomputer Hardware I - 3	DCB IT	CIS128	In consultation with your advisor, select
			CIS 162 Operating Systems - 3	DCB IT	CIS212	courses within your area of interest or
Aesthetic Engagement - 6 crs			CIS 164 Networking Fundamentals - 3	DCB IT	CIS164	within your area of career choice.
Literacies - 3 crs *(Select one course)*			CIS 180 Creating Web Pages - 3	DCB IT	CIS180	
ENGL 220, 225, 241, 242, 261, 262			CIS 371 Enterprise Systems II - 3			*These credits are recorded*
HUM 201 Civil, Thought, & Lit Heritage			CIS 410 Advance Business Languages - 3			*as Electives on a graduation audit.*
SPAN 201 2nd Yr 1; SPAN 202 2nd Yr II			CIS 420 Internet Languages - 3			
THEA 110 Intro Theatre: THEA 161 Acting I			CIS 440 Advanced Digital Web Design - 3			
			CIS 475 Integ of Busi Proc in SAP ERP - 6			
Art & Music - 3 crs *(Select one course)*			CSCI 127 Intro to Program in Java - 3			
ART 110 Intro to Visual Arts						
HUM 202 Fine Arts & Aesthetics			*Students who have completed the IT AAS degree at DCB may request six additional credits*			
MUS 100, 101, 207			*of completed CIS prefixed courses be substituted to complete directed electives. See VCSU advisor.*			
Global Awareness & Effective Citizen - 6 crs						
ECON 201 Principles of Microeconomics *-3	DCB					
ECON 202 Principles of Macroeconomics *-3	DCB					**B.A./B.S. Degree Requirements** - see details in 14-16 catalog
						Completion of Gen Ed Requirements
* Required course						Completion of a major and a minor, a double major, or a composite major
Additional General Education - 2 crs						**Graduation Requirements** - see details in 14-16 catalog

Select from **Aesthetic Engagement** or **Global Awareness** areas								Completion of a 30 upper division
or ART 112$_{(3)}$, 231$_{(3)}$, 281$_{(3)}$; GEOG 111$_{(2)}$;								semester hours at 300-400 level
MUS 104$_{(1)}$, 105$_{(1)}$, 130$_{(1)}$, 131$_{(1)}$, 140$_{(1)}$, 141$_{(1)}$;								Completion of a 120 semester hours
PHYS 275$_{(1)}$; THEA 201 $_{(1-3)}$								Minimum cumulative GPA of at least 2.0
								Completion of a digital portfolio
Total Gen Ed Credits Required - 39 * **Required by Major**		**Total Major Credits Required - 72**						**Minimum Credits Required to Graduate - 120**

Signatures:

For Dakota College Bottineau:

_____   10-16-14
Dr. Ken Grosz, Campus Dean   Date

_____   10/14/2014
Larry Brooks, Associate Dean of Academic Affairs   Date

For Valley City State University:

_____   11-3-2014
Dr. Margaret Dahlberg, interim President   Date

_____   11-4-14
Dr. Julee Russell,   Dean of Faculty and Student Academic Affairs Date
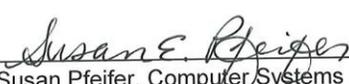
_____   11/3/2014
Susan Pfeifer, Computer Systems and Software Engineering   Date

Department Chair

7