

Drew University and Community College Partnership Program

**MEMORANDUM OF UNDERSTANDING
BETWEEN
DREW UNIVERSITY, COLLEGE OF LIBERAL ARTS,
AND
BERGEN COMMUNITY COLLEGE, JKW SCHOOL OF HONORS
December, 2015**

Drew University, College of Liberal Arts (Drew) and Bergen Community College JKW School of Honors enter this Community College Partnership Program specifically to facilitate the transfer of Honors Program graduates into a baccalaureate program at Drew.

This collaborative Partnership Program Agreement will enable Honors Program students with an associate's degree from BCC to complete a Bachelor of Arts degree at Drew. For the purposes of this Agreement, an "Honors Program student" is a BCC student who has been enrolled in good standing in the BCC JKW School of Honors for at least two semesters prior to graduation. To be eligible to participate in this Agreement, BCC Honors Program students should apply to Drew at the beginning of the semester in which their associate's degree will be completed. Subsequently, students must graduate from BCC with an associate's degree and an Honors Diploma, and a minimum cumulative GPA of at least 3.4.

I. ACADEMIC and ADMISSION

Obligations of Drew University:

1. Qualified students who have successfully completed at least two semesters in the Honors Program at BCC, who have earned an associate's degree with at least a 3.4 GPA, and who are admitted to Drew will be granted junior (5th semester) status.
2. A course-by-course articulation will be completed for all BCC General Education courses, in addition to electives that round out an applicant's Honors Program requirements at BCC.
3. Beginning in a student's first semester in the Honors Program at BCC, an admission counselor and an academic advisor or faculty member from Drew will visit BCC to meet with interested students in a group and individually along with BCC staff in order to review curricular choices that will maximize the transferable credits to Drew. Those meetings will assure that interested students pursue courses that will transfer to Drew and enable the student to graduate with a bachelor's degree after two years of full-time study. This will occur once a semester while the students are enrolled at BCC (more as needed).
4. During the spring semester of the first year, interested students from the Honors Program at BCC will visit the Drew campus as a group, will attend classes of interest and will meet with Drew faculty and staff to discuss their academic interests and their progress toward transfer. Transportation will be financed by Drew.
5. Beginning in the second year, qualified students may enroll in a course at Drew at no charge in the fall semester and, upon application to transfer, may enroll in a second course in the spring semester at no charge. Such earned credits will be transferable.

6. Admission applications will be due by February 1st of the student's second year at BCC and candidates will be notified of admission, financial aid and scholarship decisions by April 1st. Candidates must notify Drew of their intention to accept or decline the offer by May 1st. (For students receiving their associates degree in December, an October 1st application deadline and a November 1st notification date would be required.)
7. The application fee for students who apply pursuant to this Agreement will be waived.
8. A cohort of qualified students (target=5) will be admitted to Drew each year, assuming interest and qualified applicants. The actual number may vary from year to year depending on available space.
9. Qualified students will be admitted under this Agreement for the semester beginning Fall 2016.
10. Drew will conduct a special orientation session for new transfer students. It will also arrange for BCC students admitted under this agreement to form a cohort with honors transfers from other community colleges. This cohort will be guided by a faculty or staff mentor during the first year at Drew.
11. Drew will consider, as an extension of this agreement, the inclusion of selected NJ STARS students in this cohort.
12. For the first year of this agreement, current sophomores will be eligible to take a course at no charge at Drew upon application for admission for Fall 2016.

Obligations of Bergen Community College

1. To continue the tradition of academic rigor and excellence for which their Honors Program is known.
2. To dedicate an advisor to work with the honors students while at BCC and in preparation for transfer.
3. To facilitate Drew faculty and staff visits to campus, and to publicize this to prospective students.
4. To facilitate a trip to Drew during the spring semester of the first year.

Joint Obligations

1. Agree to develop and implement advertising and promotional efforts to communicate the benefits of this Agreement, including posting information on this Agreement on each institution's website.
2. Designate a representative or representatives who will coordinate the Agreement between the two institutions.
3. Collaborate in providing students with information and academic advising about this Agreement, academic requirements, and the process of transferring.

4. Work together to coordinate the application process and the tracking of students in the cohort.
5. Exchange data and documents that will contribute to the maintenance and improvement of this Agreement, enhance the transfer process, and promote effective cooperation between institutions. These will consist of data about individual transfer students, including admissions information and grades. The institutions will exchange data only after obtaining appropriate permission from the students.
6. Consult with each other through appropriate channels prior to implementing major changes in policy or curricula that directly affect students transferring under the terms of this Agreement, and keep each other informed of any other changes of policy or curricula that affect those students.
7. Facilitate and support consultation and collaboration between the institutions as it relates to this Agreement, degree requirements, and other academic matters.

II. FINANCIAL AID

Obligations of Drew University

1. Each admitted honors student with a GPA of 3.75 or higher will receive a \$25,000 annual Honors Scholarship from Drew.
2. Admitted honors students with a GPA of a 3.4 or higher will receive a \$20,000 Presidential Scholarship.
3. Students who are members of Phi Theta Kappa will receive an additional \$2500 scholarship per year.
4. All students admitted under this agreement, including those awarded the academic scholarships above, will be eligible to receive need-based grants, loans and work-study **to meet their demonstrated financial need according to Drew's analysis of the Free Application for Federal Student Aid, minus an expected student summer earnings contribution.** Academic scholarship recipients who also demonstrate financial need according to the college's aid policies will hold the scholarship as a part of their need-based financial aid package.
5. Each honors student admitted under this agreement who qualifies for academic and/or need-based aid will be eligible to receive up to four semesters of financial aid and scholarships for full-time study.

III. ASSIGNMENT

Neither Party shall have the right to assign this Agreement without the prior written consent of the other Party.

IV. STUDENT RECORDS

1. The Parties may possess and come to possess confidential student records that have been created, discovered or developed in the course of the Program.

2. Each party shall keep confidential all student records/information and will not without the prior written consent of the other party use for its benefit or disclose at any time, except to the extent required by the performance the Agreement or by law, any such information.
3. Each Institution shall share student information with the other in accordance with FERPA and any state and local laws including those of our regional accrediting association, the Middle States Commission on Higher Education.
4. Nothing contained herein shall limit the discretion of each Institution to execute this Agreement in accordance with its own educational policies, criteria and standards.

V. NOTICES

Whenever written notice is required or permitted to be given by one Party to the other, it shall be deemed to be sufficiently given three days after deposit in the United States mail with the proper postage affixed by certified mail, return requested, as follows:

For Bergen Community College
William Mullaney, Ph. D.
Vice President of Academic Affairs
Bergen Community College
400 Paramus Road
Paramus, NJ 07652

For Drew University
Robert Massa, Ed.D.
Senior Vice President of Enrollment
Drew University
36 Madison Avenue
Madison, NJ 07940

VI. REVISION, RENEWAL AND TERMINATION

Drew University and Bergen Community College are responsible for identifying and communicating to each other any change in the policies or requirements of their respective institutions that affect this Agreement. The appropriate individuals at each institution will review it upon request.

1. **Term.** This Agreement will be in effect as of the date of its signing.
2. **Termination.** Either institution may terminate this Agreement at any time by written notice at least one (1) year in advance of the effective date of termination. Should this Agreement be terminated, it is understood that all honors students who have been accepted to Drew, as a part of this Agreement, will be provided all of the obligations as stated.
3. **Modification.** This Agreement may only be modified by written instrument and signed by parties to this Agreement.

VII. MERGER

This Agreement merges and supersedes all prior negotiations, representations and/or agreements between the parties relating to the subject matter of this Agreement and constitutes the entire Agreement between the parties.

VIII. NO CONSTRUCTION AGAINST DRAFTSPERSON

This Agreement shall be deemed to have been drafted jointly by counsel for their respective parties hereto, and there shall be no inference drawn against any party as a result of their participation in the drafting of this Agreement.

IX. SEVERABILITY

In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal, or unenforceable in any respect, the Parties hereto shall negotiate in good faith and agree to such amendments, modifications, or supplements of, or to this Agreement, or such other appropriate actions as shall, to the maximum extent practicable in light of such determination, implement and give effect to the intentions of the parties as reflected herein. All other provisions of the Agreement shall remain in full force and effect.

X. NON-WAIVER

It is understood and agreed that nothing which is contained in this Agreement shall be construed as a waiver on the part of the Parties, or of any right which is not explicitly waived in this Agreement. A party's waiver of a breach of any term of this Agreement shall not constitute a waiver of any subsequent breach of the same or another terms contained in this Agreement. A party's subsequent acceptance of performance by the other party shall not be construed as a waiver of a preceding breach of this Agreement other than failure to perform the particular duties so accepted.

XI. ENTIRE AGREEMENT

This Agreement sets forth the entire understanding of the Parties hereto with respect to the transactions contemplated herein. No change or modification of this Agreement shall be valid unless the same is in writing, duly authorized and signed by all the Parties hereto. Notwithstanding anything contained herein, and without prejudice to the right and ability of the parties to enter into any other shared services agreements with other public, non-profit or private entities or school districts, in the event any party enters into any such other shared services, or other agreement(s) during the term of this Agreement, the terms and conditions provided in this Agreement shall not be amended, altered or affected in any way except by mutual written agreement of the Parties.

XII. HEADINGS

The paragraph headings in this Agreement are included herein for convenience of reference only and are not intended to define or limit the scope of any provision of this Agreement.

XIII. COUNTERPARTS

This Agreement may be executed in any number of counterparts, which taken together, shall constitute but one instrument. It is not necessary that all parties sign all or any one of the counterparts, but each party must sign at least one counterpart for the Agreement to be effective.

XIV. GOVERNING LAW

This Agreement shall be governed, construed and interpreted in accordance with the law of the State of New Jersey as it applies to contracts made and performed in New Jersey. The Superior Court of the State of New Jersey, in the County of Bergen, shall have jurisdiction to hear and determine any claim or disputes pertaining directly or indirectly to the Agreement or to any matter arising therefrom. Each of the parties hereby expressly submits and consents in advance to such jurisdiction in any action or proceeding commenced by the other in such court.

XV. AUTHORITY TO BIND

The Undersigned represent that they have the requisite authority to sign this Agreement on behalf of their respective parties.

The willingness of both institutions to enter into this Agreement in order to facilitate the transfer of honors students from Bergen Community College into Drew University, and to expand their opportunities for academic success there, is indicated by the following signatures.

The undersigned representatives of the parties, Bergen Community College and Drew University have executed this Agreement on the dates indicated:

For Bergen Community College:

For Drew University:



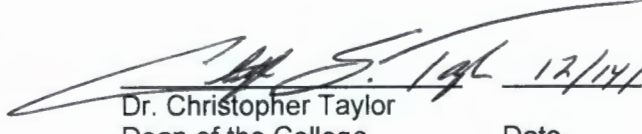
Dr. Kaye Walter
President
Date 12/14/2015



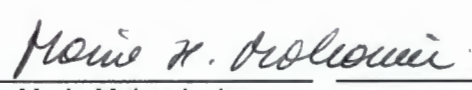
Dr. Mary Ann Baehninger
President
Date 12/14/15



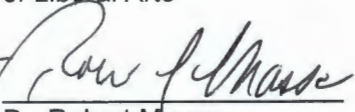
Dr. William Mullaney
Vice President
Academic Affairs
Date 12/14/15



Dr. Christopher Taylor
Dean of the College
of Liberal Arts
Date 12/14/15



Dr. Maria Makowiecka
Director of the JKW
School of Honors
Date 12/14/15



Dr. Robert Massa
Senior Vice President
Enrollment
Date 12/14/15