

MEMORANDUM OF UNDERSTANDING
BETWEEN
RAMAPO COLLEGE OF NEW JERSEY
AND
COUNTY COLLEGE OF MORRIS

January 2017

Ramapo College of New Jersey (Ramapo) and County College of Morris (CCM) enter this Community College Partnership Program specifically to facilitate the transfer of adult students into Ramapo's accelerated Degree Completion Program.

This collaborative Partnership Program Agreement will enable adult students with an associate's degree from CCM to complete a Bachelor of Arts degree at Ramapo. For the purposes of this Agreement, an adult student is a student who is financially independent and is 25 years or older. To be eligible to participate in this Agreement, CCM transfer students should apply to Ramapo at the beginning of the semester in which their associate's degree will be completed. Subsequently, students must graduate from CCM with an associate's, and a minimum cumulative GPA of at least 2.5.

I. ACADEMIC and ADMISSION

Obligations of Ramapo College of New Jersey:

1. Qualified students who have successfully earned an AA or AS degree with at least a 2.5 GPA, and who are admitted to Ramapo will have 64 credits (1/2 of the BA degree) transferred to Ramapo.
2. Students who are in the Associate of Arts in Liberal Arts & Science and the Associate of Science in Business Administration Adult Programs will receive a waiver for their general education courses at Ramapo College.
3. Beginning in a student's first semester in the Adult Program at CCM, an admission counselor and an academic advisor or faculty member from Ramapo will visit CCM to meet with interested students in a group and individually along with CCM staff in order to review curricular choices that will maximize the transferable credits to Ramapo. Those meetings will assure that interested students pursue courses that will transfer to Ramapo and enable the student to graduate with a bachelor's degree after two years of continuous enrollment. This will occur once a semester while the students are enrolled at CCM (more as needed).
4. The application fee for students who apply pursuant to this Agreement will be waived.
5. A cohort of qualified students (target=5) will be admitted to Ramapo each year, assuming interest and qualified applicants. The actual number may vary from year to year depending on available space.
6. Qualified students will be admitted under this Agreement for the semester beginning spring 2017.

7. Ramapo will host a special orientation session for new adult transfer students in its Degree Completion Program.
8. Ramapo will maintain CCM as a partner on its website and in all promotional materials.

Obligations of County College of Morris

1. To dedicate an advisor to work with the adult students while at CCM and in preparation for transfer.
2. To work with Ramapo faculty and staff to maximize the transfer of credits between the adult degree completion programs.
3. To facilitate Ramapo faculty and staff visits to campus, and to publicize this to prospective students.
4. To provide opportunities where Ramapo admissions and advisors can meet with adult students to discuss the bachelor's degree program at Ramapo.
5. CCM will maintain Ramapo as a partner on its website and in all promotional materials.

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. ASSIGNMENT

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

the other Party.

III. 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 Middles 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.

IV. 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:

Dwight Smith, Ed.D.
Vice President of Academic Affairs
County College of Morris
214 Center Grove Road
Randolph, NJ 07869

Christopher Romano, Ed.M.
Vice President for Enrollment Management and
Student Affairs
Ramapo College of New Jersey
505 Ramapo Valley Road
Mahwah, NJ 07430

V. REVISION, RENEWAL AND TERMINATION

Ramapo College of New Jersey and County College of Morris 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 six (6) months in advance of the effective date of termination. Should this Agreement be terminated, it is understood that all students who have been accepted to Ramapo, 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.

VI. 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.

VII. 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.

VIII. 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.

IX. 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.

X. 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.

XI. 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.

XII. 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.

XIII. GOVERNING LAW

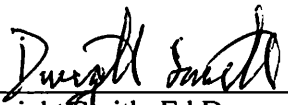
This Agreement shall be governed, construed and interpreted in accordance with the law of the State of New Jersey as it applies to contracts made and performed in New Jersey. The Superior Court of the State of New Jersey, in the County of Bergen, shall have jurisdiction to hear and determine any claim 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.

XIV. 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 adult students from County College of Morris into Ramapo College of New Jersey, and to expand their opportunities for academic success there, is indicated by the following signatures.

The undersigned representatives of the parties, County College of Morris and Ramapo College of New Jersey have executed this Agreement on the dates indicated:



Dwight Smith, Ed.D.
Vice President of Academic Affairs
County College of Morris



Beth Barnett, Ph.D.
Provost and Vice President of Academic Affairs
Ramapo College of New Jersey

County College of Morris
Associate of Arts, Liberal Arts and Sciences
Ramapo College
Bachelor of Arts, Contemporary Arts/Professional Communication
Accelerated Major

Degree Option at County College of Morris:

Associate of Arts (AA) Degree, Liberal Arts and Sciences

A.A. degree at CCM

Program Requirements:	18 credits
County College of Morris Gen Ed Requirements	45 credits
Total	63 credits*

County College of Morris and General Education:

All of the General Education requirements at Ramapo College are waived for transfer students with an Associate of Arts (AA) or an Associate of Science (AS) from a NJ community college. Also, students with an AA or AS will transfer the maximum of 65 credits to Ramapo College.

Students who earn an Associate of Arts Degree in the Liberal Arts and Sciences Adult Program at the County College of Morris are guaranteed junior status of admission to Ramapo College. In order to complete their bachelor's degree in 2 years, the student will need to take the following courses at Ramapo College in this order.

Required 2 Year Sequence for accelerated Contemporary Arts/Professional Communication major at Ramapo College			
Year One		Year Two	
Fall	Credits	Fall	Credits
COMM 221 – Speech for Communication Arts	4	COMM 237 – Graphic Design	4
COMM 211 – Organizational Communication	4	COMM 202 – Fund. of Interactive Media	4
Winter		Winter	
Elective	4	Elective	4
Spring		Spring	
COMM 216 – Media and Cinema Studies	4	COMM 320 – Writing for Public Relations	4
COMM 326 – Persuasion Theory and Practice	4	COMM 358 – Leadership and Group Communication	4
Summer		Summer	
COMM 2xx Writing for Media II	4	COMM 3xx- Upper Level Core Requirement	4
COMM 311 – Media Issues and Ethics	4	COMM 390 – Topics: Integrated Communication (capstone)	4
Prior Learning Assessment		Prior Learning Assessment	
Co-op/Internship	4	Elective (if needed)	5
Total:	32	Total:	33

* Students strongly encouraged to earn 64 credits at CCM in order to maximize transfer credit eligibility.

Summary:

Transfer Credits from County College of Morris:

63

Credits to be taken at Ramapo College:
Total Credits for Bachelor's Degree:

65
128

County College of Morris
Associate of Arts, Liberal Arts and Sciences
Ramapo College
Bachelor of Arts, Social Science
Accelerated Major

Degree Option at County College of Morris:

Associate of Arts (AA) Degree, Liberal Arts and Sciences

A.A. degree at CCM

Program Requirements:

18 credits

County College of Morris Gen Ed Requirements

45 credits*

Total

63 credits**

County College of Morris and General Education:

All of the General Education requirements at Ramapo College are waived for transfer students with an Associate of Arts (AA) or an Associate of Science (AS) from a NJ community college. Also, students with an AA or AS will transfer the maximum of 65 credits to Ramapo College.

Students who earn an Associate of Arts Degree in the Liberal Arts and Sciences Adult Program at the County College of Morris are guaranteed junior status of admission to Ramapo College. In order to complete their bachelor's degree in 2 years, the student will need to take the following courses at Ramapo College in this order.

Required 2 Year Sequence for accelerated Social Science major at Ramapo College			
Year One		Year Two	
Fall	Credits	Fall	Credits
INTD 201 – Life at the Crossroads	4	SOCI 345 – Race, Crime and Justice	4
SOCI 245 – Criminology	4	SOCI 307 – Social Research with Computer	4
Winter		Winter	
SOSC 101 – Social Issues	4	SWRK 324 – Social Welfare and the Law	4
Spring		Spring	
ENST 209 – World Sustainability	4	SWRK 328 -- Community Mental Health	4
SOSC 235 – History of Social Thought	4	SOSC 410 – Scope & Methods in Social Science	4
Summer		Summer	
SWRK 251 – Intro to Substance Abuse Disorders	4	SOCI 315- Sociology of Deviance	4
LAWS 214 – Disability Law and Society	4	LAWS 213 – Law Enforcement, Crime & Community	4
Prior Learning Assessment		Prior Learning Assessment	
Elective course (if needed)	4	Elective (if needed)	5
Total:	32	Total:	33

*Students should not take SOC 202 Global & Cultural Awareness as part of their AA Diversity requirement.

** Students strongly encouraged to earn 64 credits at CCM in order to maximize transfer credit eligibility.

Summary:

Transfer Credits from County College of Morris:

63

Credits to be taken at Ramapo College:

65

Total Credits for Bachelor's Degree:

128

County College of Morris
Associate of Science, Business Administration
Ramapo College
Bachelor of Arts, Contemporary Arts/Professional Communication
Accelerated Major

Degree Option at County College of Morris:

Associate of Arts (AS) Degree, Business Administration

A.S. degree at CCM

Program Requirements:	33 credits*
County College of Morris Gen Ed Requirements	31 credits
Total	64 credits

County College of Morris and General Education:

All of the General Education requirements at Ramapo College are waived for transfer students with an Associate of Arts (AA) or an Associate of Science (AS) from a NJ community college. Also, students with an AA or AS will transfer the maximum of 65 credits to Ramapo College.

Students who earn an Associate of Science Degree in Business Administration Adult Program at the County College of Morris are guaranteed junior status of admission to Ramapo College. In order to complete their bachelor's degree in 2 years, the student will need to take the following courses at Ramapo College in this order.

Required 2 Year Sequence for accelerated Contemporary Arts/Professional Communication major at Ramapo College			
Year One		Year Two	
Fall	Credits	Fall	Credits
COMM 221 – Speech for Communication Arts	4	COMM 237 – Graphic Design	4
COMM 211 – Organizational Communication	4	COMM 202 – Fund. of Interactive Media	4
Winter		Winter	
Elective	4	Elective	4
Spring		Spring	
COMM 216 – Media and Cinema Studies	4	COMM 320 – Writing for Public Relations	4
COMM 326 – Persuasion Theory and Practice	4	COMM 358 – Leadership and Group Communication	4
Summer		Summer	
COMM 2xx Writing for Media II	4	COMM 3xx- Upper Level Core Requirement	4
COMM 311 – Media Issues and Ethics	4	COMM 390 – Topics: Integrated Communication (capstone)	4
Prior Learning Assessment		Prior Learning Assessment	
Co-op/Internship	4	Elective (if needed)	4
Total:	32	Total:	32

**Students should consult with RCNJ accelerated program advisor prior to registering for free electives.*

Summary:

Transfer Credits from County College of Morris:	64
Credits to be taken at Ramapo College:	64
Total Credits for Bachelor's Degree:	128

County College of Morris
Associate of Science, Business Administration
Ramapo College
Bachelor of Arts, Social Science
Accelerated Major

Degree Option at County College of Morris:

Associate of Arts (AS) Degree, Business Administration

A.S. degree at CCM

Program Requirements:

County College of Morris Gen Ed Requirements

Total

33 credits*

31 credits

64 credits

County College of Morris and General Education:

All of the General Education requirements at Ramapo College are waived for transfer students with an Associate of Arts (AA) or an Associate of Science (AS) from a NJ community college. Also, students with an AA or AS will transfer the maximum of 65 credits to Ramapo College.

Students who earn an Associate of Science Degree in Business Administration Adult Program at the County College of Morris are guaranteed junior status of admission to Ramapo College. In order to complete their bachelor's degree in 2 years, the student will need to take the following courses at Ramapo College in this order.

Required 2 Year Sequence for accelerated Social Science major at Ramapo College			
Year One		Year Two	
Fall	Credits	Fall	Credits
INTD 201 – Life at the Crossroads	4	SOCI 345 – Race, Crime and Justice	4
SOCI 245 – Criminology	4	SOCI 307 – Social Research with Computer	4
Winter		Winter	
SOSC 101 – Social Issues	4	SWRK 324 – Social Welfare and the Law	4
Spring		Spring	
ENST 209 – World Sustainability	4	SWRK 328 -- Community Mental Health	4
SOSC 235 – History of Social Thought	4	SOSC 410 – Scope & Methods in Social Science	4
Summer		Summer	
SWRK 251 – Intro to Substance Abuse Disorders	4	SOCI 315- Sociology of Deviance	4
LAWS 214 – Disability Law and Society	4	LAWS 213 – Law Enforcement, Crime and Community	4
Prior Learning Assessment		Prior Learning Assessment	
Elective course (if needed)	4	Elective (if needed)	4
Total:	32	Total:	32

**Students should consult with RCNJ accelerated program advisor prior to registering for free electives.*

Summary:

Transfer Credits from County College of Morris:

64

Credits to be taken at Ramapo College:

64

Total Credits for Bachelor's Degree:

128