

Advising

MEMORANDUM OF UNDERSTANDING
Carroll Community College & Hood College
May 3, 2017

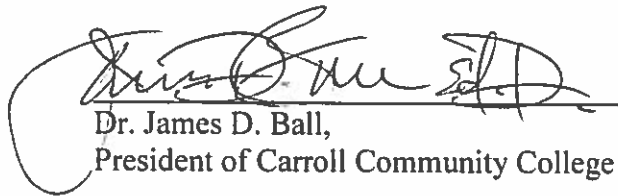
Associate of Arts & Sciences with an English Concentration (A.A.)

Carroll Community College in Westminster, Maryland and Hood College in Frederick, Maryland agree to articulate the English Concentration program as meeting, at least, the prerequisite English major requirements in literature and creative writing. Carroll Community College students who successfully complete an A.A. with an English Concentration, outlined in Appendix 1, and transfer a minimum of 56 credits, will have junior standing upon transfer to Hood College, and will have satisfied all Core Curriculum requirements with the exception of the Global Perspectives requirement which may be fulfilled with appropriate transfer courses.

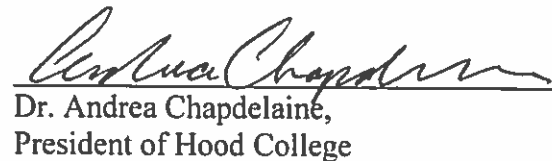
1. Hood College will accept from Carroll Community College up to 62-credit hours of coursework at the 100 and 200-level (or the equivalent of an AA-degree), which will count toward the baccalaureate degree.
2. General Education completed at Carroll Community College will satisfy Core Curriculum requirements at Hood College, with the exception of the Global Perspectives requirement, which can be fulfilled by completing one of the elective courses identified in Appendix 2.
3. Courses completed as part of the English concentration at Carroll Community College will satisfy all prerequisite requirements to courses in the English major at Hood College.
4. ENGL-211, Introduction to American Literature, at Carroll Community College satisfies the ENGL-223 American Literature requirement in Hood College's English major.
5. The English Chairs at both Carroll Community College and Hood College will work together to facilitate a smooth transfer of credits and a successful transition from a community college to a 4-year college setting for their shared students. To this end, the following will occur:
 - a. CCC's English Concentration students transferring to Hood College will be advised to preserve their writing portfolios, a body of English 101 and 102 essays, to share with their English Department advisors at Hood College;
 - b. Those who advise English majors at Hood College will request to see each CCC student's English writing portfolio;
 - c. The department chair at Carroll Community College will alert the department chair at Hood College when an English Concentration student selects Hood College as a transfer school so that incoming students are invited to enroll in a team-taught English course that will acquaint them with many English faculty members in their first semester at Hood College.

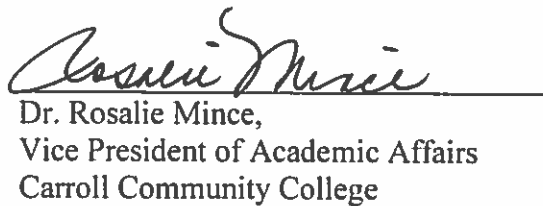
6. This MOU will be in effect for ten years, beginning in fall 2017, with a review every two years by both institutions. The MOU may be terminated by either party for due cause and after adequate notice of six or more months.
7. Students will be responsible for providing official transcripts and applying for graduation from Carroll Community College and Hood College according to published deadlines.
8. The MOU, when signed, constitutes the entire agreement between the parties and supersedes all prior agreements and understandings between the parties regarding students in the English concentration at Carroll Community College who apply to Hood College as English majors.

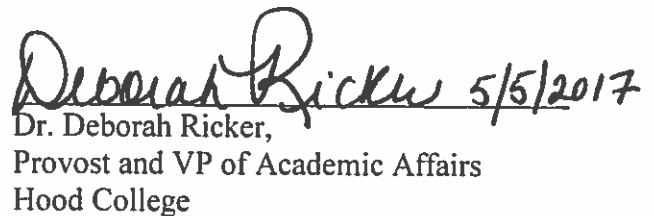
CARROLL COMMUNITY COLLEGE

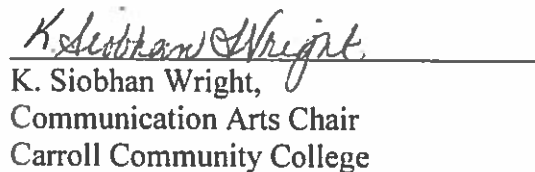

Dr. James D. Ball,
President of Carroll Community College

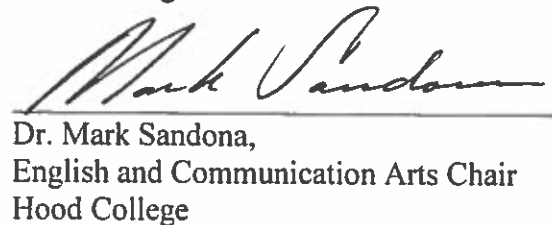
HOOD COLLEGE


Dr. Andrea Chapdelaine,
President of Hood College


Dr. Rosalie Mince,
Vice President of Academic Affairs
Carroll Community College


Dr. Deborah Ricker, 5/5/2017
Provost and VP of Academic Affairs
Hood College


K. Siobhan Wright,
Communication Arts Chair
Carroll Community College


Dr. Mark Sandona,
English and Communication Arts Chair
Hood College

Appendix 1: Description of English Concentration at Carroll Community College for Reference Purposes

Proposed English Concentration Requirements

Category A: 200-level General Education Literature courses (select 1) 3-credits

ENGL-201, Classic World Writers

ENGL-202, Modern World Writers

ENGL-211, Introduction to American Literature

ENGL-225, Classical Mythology

ENGL-240, British Literature Since 1798

Category B Writing courses (select 1) 3-credits

ENGL-110, Introduction to Creative Writing

ENGL-209, Written Communications for Business

ENGL-219, Writing Creative Non-Fiction

ENGL-220, Creative Writing Workshop 1

COMM-110, Introduction to Journalism

Select one additional course from Category A or Category B 3-credits

Category C Language and Communication courses (select 1) 3-credits

COMM-105, Introduction to Human Communication

FREN-102, Elementary French 2 (or higher)

GERM-102, Elementary German 2 (or higher)

SPAN-102, Elementary Spanish 2 (or higher)

ENGL-245, Modern English Grammar 3-credits

Program Credit Hour Requirements 15-credits

Appendix 2

Articulation Status of English Courses in CCC's English Concentration

This information could change. It is meant as a reference point for English Department chairs at both institutions. It is subject to change.

Carroll CC	Hood College's Equivalency	Credit in English Major
ENGL-110: Introduction to Creative Writing	ENGL-219: Creative Writing	Major Elective or Creative Writing
ENGL-201: Classic World Writers	ENGL-221: World Literature	Major (HB1, CT)
ENGL-202: Modern World Writers	TBD (lower level elective)	Major (HB 2, CT)
ENGL-211: Introduction to American Literature*	ENG-223: American Literature	Major (HB2)
ENGL-219: Creative Non-Fiction Hood students should be advised that ENGL-110 and 219 both transfer as ENGL-219 at Hood College	ENGL-219: Creative Writing	Major Elective or Creative Writing
ENGL-240: British Literature since 1798	TBD (lower level elective)	Major (HB2)
ENGL-245: Modern English Grammar	English elective	Major Elective

Appendix 2: Sample Course Planner

English Concentration at Carroll Community College Recommended Courses for Students Planning to Transfer to Hood College

Fall 1	Spring 1
ENGL-101: College Composition	ENGL-102: Writing about Literature
World Language: French, German or Spanish 101, 102, or 201 (one course at the 102-level or higher) ¹	World Language: French, German or Spanish 102, 201, or 202 <u>OR</u> elective
HLTH-101, 201 or PHED 101	Fine and Performing Arts General Education Course (3-credits)
MATH-121 or other general education math course	ENGL-245: Modern Grammar
Social Science general education course	History or Philosophy general education course
Fall 2	Spring 2
ENGL (Writing) 110 ² or 209 <u>or</u> COMM-110.	ENGL-(Writing) 110, 209, 219 <u>or</u> COMM-110 <u>OR</u> Elective
ENGL (Lit): 201, 202, or 211 ³	ENGL (Lit): 225 or 240 <u>OR</u> Elective
Non-lab or Lab Science, general education course	Lab Science general education course
Social Science general education course	Elective to fulfil the Global Perspectives requirement at Hood College: see list below
COMM-105, 115 or 120 recommended elective	Elective

Global Perspectives Courses

GEOG-101, Introduction to Geography
 GEOG-105, Human Geography
 GEOG-201, Regional Geography and Global Awareness
 HIST-130, Latin American History
 HIST-135, History of the Middle East
 MUSIC-104, World Music
 PHIL-105, World Religions
 PHIL-120, World Philosophy
 PHIL-210, Peace Studies

¹ Hood students must have credit for at a foreign language at the 202-level or higher.

² ENGL-110 and 219 satisfy the same prerequisite requirement at Hood College.

³ Students transferring to Hood as English majors are encouraged to take ENGL-211, which is also offered during Summer I.

Description of Courses in Concentration:

COMM-105, Introduction to Speech Communication, examines speech communication concepts, both in theory and in practice. Students will develop strategies for effective interpersonal, group, and public communication. The goal is to develop effective listening and speaking skills in a variety of contexts. Pre-requisite: exemption/completion of READ A-F and eligibility for or completion of ENGL-101. Three hours lecture each week. Three credits. Three billable hours. 📖 GENERAL EDUCATION

COMM-110, Introduction to Journalism, introduces the student to the skills, principles, and ethics of news reporting and news writing. In addition to analyzing and studying types of journalistic writing (feature, editorial, and news story), the student works on news gathering, interviewing, and writing. Prerequisite: exemption/completion of READ A-F and completion or concurrent enrollment in ENGL-101. Credit by portfolio available. Three hours lecture each week. Three credits. Three billable hours.

ENGL-101, *College Writing*, develops critical reading, thinking, and writing skills. Students will use the writing process to compose academic essays that support a thesis statement, use Standard English, including proper punctuation and sentence structure, and conduct and document academic research, culminating in at least one research-based essay. Students will compile Part 1 of a writing portfolio that will be evaluated as part of the the final examination. In addition, students will spend an additional hour per week engaged in Expression Workshop activities, which may include student-teaching conferences, writing seminars, and online instruction in sentence-level skills. Students must earn at least a C in the course for it to satisfy degree requirements, to transfer the course to a 4-year state university, and satisfy prerequisite requirements for ENGL-102, 110, 201, 202, 209, 211, 219, 225, 240 and 245. Prerequisite: ENG A-E or a score of 90 or higher on the placement test, and concurrent inrollment in, successful completion of, or exemption from READ A-F. Four lecture hours. Three credits. Four billable hours.

ENGL-102, Writing about Literature, provides a program in critical reading and interpretive writing. Students will build on rhetorical and research skills developed in English 101 by critically reading literature from three genres, writing analytical and interpretative essays, and conducting and documenting academic research, culminating in at least one research-based essay. Students will also study the principles of three literary genres (fiction, poetry, and drama) by reading and analyzing examples of each. Throughout the course, students will compile Part 2 of their writing portfolios, which will be evaluated as part of the final examination. Prerequisite: ENGL-101, with a final grade of C or higher. Three hours lecture each week. Three credits. Three billable hours. DIVERSITY/WORLD VIEW. General Education.

ENGL-110, Introduction to Creative Writing, is designed as an initiation into the problems and promises of writing narrative fiction and poems. The complexities of creative writing as a craft and an art are explored through analysis of representative works, study of the techniques appropriate for each type, and extensive practice in creating a variety of literary forms. Prerequisite: ENGL-101. Three hours lecture each week. Three credits. Three billable hours.

ENGL-201, Classic World Writers, offers a study of ancient, medieval, and Renaissance-era writers from varying cultures and continents, exploring their contributions to world literature. Students will study authors such as Homer, Virgil, Dante, Chaucer, and Shakespeare. Prerequisite: ENGL-101 with a C or higher. Three hours lecture each week. Three credits. Three billable hours. Offered Fall term/odd years only. Note: Only ENGL-201 or 202 will be offered in a term; selection of specific course content will reflect instructor's area of expertise. ☞ DIVERSITY/WORLD VIEW 📖 GENERAL EDUCATION

ENGL-202, Modern World Writers, offers a study of modern and contemporary writers from varying cultures and continents, exploring their contributions to world literature. Students will study a body of comparative literature that explores cultural identities and conflict. Works could range from those of the eighteenth century to the present, such as from Swift to Garcia Marquez. Prerequisite: ENGL-101 with a C or higher. Three hours lecture each week. Three credits. Three billable hours. Offered Fall term/odd years only. Note: Only ENGL-201 or 202 will be offered in a term; selection of specific course content will reflect instructor's area of expertise. ☞ DIVERSITY/WORLD VIEW 📖 GENERAL EDUCATION

ENGL-209, Written Communications for Business, engages students in the practice of communicating effectively in the business world and in other professional settings. Emphasis is given to analyzing the communication demands of a variety of professional situations and responding in suitable formats, ranging from written documents (email messages, business letters, memoranda, researched reports, and formal proposals) to professional presentations delivered to an audience. Prerequisite: ENGL-101. Three hours lecture each week. Three credits. Three billable hours.

ENGL-211, Introduction to American Literature, Introduction to American Literature examines major figures in American literature, beginning in the 19th century, and explores the cultural complexities of an emerging and changing nation as revealed by great American authors, such as Irving, Hawthorne, Melville, Poe, James, Dickinson, Whitman, Twain, Harte, Chopin, Cather, Wright, Hughes, Hemingway, Faulkner, Fitzgerald, and Steinbeck. Prerequisite: ENGL-101 with a C or higher. Three hours lecture each week. Three credits. Three billable hours. Offered Summer and Fall terms in even years. ☞ DIVERSITY/WORLD VIEW 📖 GENERAL EDUCATION

ENGL-219, Writing Creative Nonfiction, provides students with the opportunity to express their creativity in writing about their experience of life and the world around them. Students will study a variety of forms- memoir, portrait, essay of place, and others- and will read the work of accomplished creative nonfiction writers as models for their own writing. Emphasis will be placed on the writing process, from drafting to shaping to workshopping to revision. In supportive and constructive workshops, students will be encouraged to find and develop their individual voices and to engage fully in the process of discovery which this genre invites. Prerequisite: ENGL-101. Credit by portfolio available. Three hours lecture each week. Three credits. Three billable hours. Offered Spring term only.


ENGL-220, Creative Writing Workshop 1, provides continued practice in the writing of poetry and fiction. The class functions primarily as a writing workshop for those students who have successfully completed Introduction to Creative Writing. A variety of representative works are

studied as students continue to develop voice, style, and craft. Students may focus their study on poetry or fiction; this will be reflected in each student's portfolio. Students who complete this course with a grade of B or better may enroll in ENGL-221. Prerequisite: ENGL-110. Three hours lecture each week. Three credits. Three billable hours. Offered Fall term only.

ENGL-221, Creative Writing Workshop 2, provides continued practice in the writing of poetry and fiction. The class functions primarily as a writing workshop for those students who have successfully completed Introduction to Creative Writing. A variety of representative works are studied as students continue to develop voice, style, and craft. Students may focus their study on poetry or fiction; this will be reflected in each student's portfolio. Prerequisite: ENGL-220 with a B grade or better. Three hours lecture each week. Three credits. Three billable hours. Offered Fall term only.

ENGL-225, Classical Mythology, examines the major myths of Greek and Roman culture, studying their origins, their significance for the people of the time, and their impact on literature and culture. The student will investigate how both the divine and the heroic were accepted as fundamental elements of ancient life by reading about such deities as Athena, Aphrodite, and Zeus; about heroes such as Odysseus, Heracles, and Jason; and about monsters like the Cyclops and the Minotaur. Prerequisite: ENGL-101 with a C or higher. Three hours lecture each week. Three credits. Three billable hours. Offered Spring term/odd years.

 GENERAL EDUCATION

ENGL-240, British Literature since 1798, provides students with a survey of British Literature from the Romantic, Victorian, and twentieth-century periods. Students will study major figures such as Austen, Wordsworth, Keats, the Brownings, Tennyson, Dickens, Hardy, Yeats, Larkin, and Heaney. Students will also examine the major aesthetic, social, and historical contexts of each period, such as Romanticism, Darwinism, domestic ideology, the rise of the middle class, imperialism, Modernism, and Postmodernism. Prerequisite: ENGL-101 with a C or higher. Three hours lecture each week. Three credits. Three billable hours. (Offered Spring term/even years)  DIVERSITY/WORLD VIEW

 GENERAL EDUCATION

ENGL-245, Modern English Grammar, examines the system of language structures (from words to sentence patterns) that underlie clear communication in both written and spoken English. Students will explore the ethics of Standard English in light of regional dialects, the effects of expression choices on our thoughts and attitudes, and the implications of an ever changing language. Prerequisite: (or concurrent enrollment in) ENGL-101. Three hours lecture each week. Three credits. Three billable hours. Offered Spring term only.

FREN-102, Elementary French 2, is a continuation of Elementary French 1 with emphasis on reading and writing skills and developing cultural awareness. Prerequisite: FREN-101 (or one year of high school French, with an academic advisor's approval) and exemption/completion of READ A-F. Three hours

lecture each week. Three credits. Three billable hours. Offered Spring Term only.

☛ DIVERSITY/WORLD VIEW ☛ GENERAL EDUCATION

GERM-102, Elementary German 2, is a continuation of GERM-101 with emphasis on reading and writing skills and developing cultural awareness of the German-speaking people and expanding one's world view.

Prerequisite: GERM-101; one year of high school German will meet the prerequisite with an academic advisor's approval. Three hours lecture each week. Three credits. Three billable hours. Offered Spring term. ☛ DIVERSITY/WORLD VIEW ☛ GENERAL EDUCATION

SPAN-102, Elementary Spanish 2, is a continuation of SPAN-101 with emphasis on listening, speaking, reading, and writing skills as well as developing cultural awareness. Prerequisite: exemption/completion of READ-A-D and SPAN-101. One year of high school Spanish will meet the prerequisite with an academic advisor's approval. Three hours lecture each week. Three credits. Three billable hours. Offered Fall, Spring, and Summer terms. ☛ DIVERSITY/WORLD VIEW ☛ GENERAL EDUCATION