

MEMORANDUM OF UNDERSTANDING
Associate Degree in Nursing (AS) to Bachelor of Science in Nursing (BS) Admissions
Option:
A Collaborative Degree Program of Carroll Community College (CarCC)
and Towson University (TU)

I. Agreement

The Carroll Community College (CarCC) and Towson University agree to offer a collaborative admission option beginning in Fall 2015 in which students will pursue an Associate of Science (AS) degree in Nursing at Carroll Community College (CarCC) and then continue to complete a Bachelor of Science (BS) degree in nursing (Associate's to Bachelor's (ATB) option) at Towson University.

II. Overview

The goal of the collaborative program is to increase the number of Baccalaureate prepared nurses in the community. This relationship will provide for an ease of transition and foster a relationship that encourages degree completion. Students will be simultaneously enrolled in both institutions during the time period in which they are earning the AS degree. Following successful completion of the NCLEX-RN® exam, students will be enrolled only at TU for completion of the BS degree.

III. Overall Requirements

- a. Students must meet application requirements CarCC as a degree-seeking student during the time they are enrolled in the AS degree portion of the curriculum.
- b. Students must meet all pertinent requirements for Towson University as a degree-seeking student during the entire time they are enrolled in the ATB option.
- c. Students must be dually enrolled at CarCC and TU for the time period during which they are earning their AS degree in Nursing.
- d. Students must meet admission screening requirements established by mutual consent of the two institutions for full acceptance. Students must meet progression policy requirements to meet academic rigor throughout matriculation. Progression policy requirements and procedures regarding disciplinary action and, as warranted dismissal, will be established by TU and CarCC to insure compliance.
- e. The AS degree will be awarded by CarCC upon successful completion of the nursing AS degree program requirements.
- f. Students must pass the NCLEX-RN® examination on the first attempt, at the completion of their AS degree, in order to continue in the ATB option.
- g. The BS degree will be awarded by TU upon successful completion of the BS in nursing program requirements.

- b. Appointments to the ATB Committee will be made by the CarCC Nursing Program Administrator and the TU Academic Chairperson Department of Nursing.
- c. The Committee will be co-chaired by a representative from each institution, and will meet no less than once every year.
- d. Insurance Upon execution and until termination of this Agreement, TU and CarCC shall maintain sufficient insurance to cover their respective liabilities associated with this agreement, including worker's compensation insurance as required by law.

Indemnification- Carroll Community College will indemnify Towson University, its trustees, officers and employees for claims, losses and damages against it as a result of the action of the College or its personnel in performance of this MOU. It is understood and agreed that the College's obligation in this regard shall be expressly limited to the limits of its liability imposed by the provisions of the Courts and Judicial Proceedings Article, Section 5-519, of the Annotated Code of Maryland, as amended (the "State Code"). It is further understood and agreed that the College, by the terms of this agreement, is not waiving or relinquishing in any manner any defenses that may be available to the College, whether relating to governmental or sovereign immunity or otherwise, nor is the College relinquishing any defenses that may become available to it at any time during the term of the agreement, but it is further understood that the College is free to assert all defenses that may be available to it as a governmental or State agency or such defenses that become available to them by operation of law.

Towson University will indemnify Carroll Community College, its trustees, officers and employees for claims, losses and damages against it as a result of the action of the University or its personnel in performance of this MOU. Indemnification shall be contingent upon an appropriation by the Maryland General Assembly to the University specifically for the purposes contemplated in this paragraph at the time an event which may give rise to the University's obligation to indemnify or save harmless occurs, and to the extent that a tortious claim is involved, the University's obligations shall not be greater than the liability that might be determined under the Maryland Tort Claims Act, Section 12-101 et seq. of the State Government Article, Maryland Annotated Code (the "Act"), if the claim had been asserted against the University directly pursuant to the Act.

VII. Student Services

- a. *Advising*
 - i. Academic advising for the ATB option requirements, including General Education and prerequisite requirements for entry into the AS Degree portion of the ATB option will be the responsibility of both institutions.

- ii. CarCC will join in a formal consortium agreement with TU for administration of financial aid for the students in the program. See Appendix A.
- e. *Registration*
- i. All information related to registration, including course offerings and schedule of classes for courses required for the ATB option will be available through CarCC Nursing website and TU Nursing website, developed jointly through the ATB coordinating committee or designee.
 - ii. Students will register for their CarCC nursing courses through CarCC, and for their TU courses through TU.

VIII. Distribution of Tuition and Fees

a. *Revenue*


- i. Students will be billed separated by each institution and will pay for tuition and fees separately to each institution.
- ii. Students will be billed for CarCC courses and fees at CarCC rates and TU courses and fees at TU rates.
- iii. Students pursuing coursework provided by CarCC will adhere to the protocols and policies related to course registration, student conduct, discipline, and academic policies, drop/add, and course withdrawal and issue of refunds as established by CarCC.
- iv. Students pursuing coursework provided by TU will adhere to the protocols and policies related to course registration, student conduct, discipline, and academic policies, drop/add, and course withdrawal and issue of refunds as established by TU.
- v. Students will be dually enrolled in both institutions during their time at CarCC. For purposes of tuition remission, students pursuing coursework provided by CarCC are CarCC students, and students pursuing coursework provided by TU are TU students.
- vi. TU will be responsible for issuing any necessary or applicable refunds to students for TU courses.
- vii. CarCC will be responsible for issuing any necessary or applicable refunds to students for CarCC courses.


b. *Expenses*

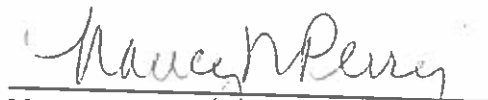
- i. TU's operating expenses (e.g., phone, copying, library and technology, office supplies, and travel) will be paid by TU.
- ii. CarCC's operating expenses (e.g., phone, copying, library and technology, office supplies and travel) will be paid by CarCC.
- iii. TU and CarCC will establish a mechanism for each institution contributing funds jointly to cover (a) marketing and promotional costs, e.g. open houses, printing, blast emails, promotional supplies, and (b) administrative expenses e.g., joint meetings, travel, costs related to advisory board.

We, the undersigned, approve this agreement on behalf of our respective institutions.

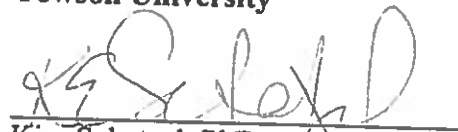
**The Board of Trustees of Carroll
Community College**

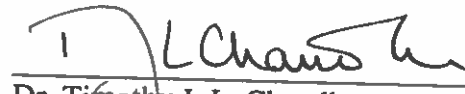

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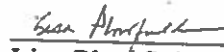

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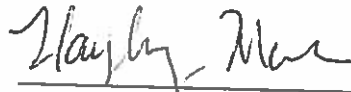

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