



Memorandum of Understanding (MOU) Cover Page

Agreement Number: M0068

Brief Description of MOU: To establish terms under which the Historically Black Colleges and Universities (HBCU) institution will guarantee admission, ensure acceptance of prior coursework and facilitate the transfer of California Community College students who have completed an Associate Degree for Transfer (ADT) in a major similar to a major at the institution.

PROJECT MONITOR INFORMATION

Project Monitor Name	Project Monitor Email	Project Monitor Phone
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MOU PARTY

Bowie State University 14000 Jericho Park Road Bowie, Maryland 20715			
MOU Signatory Name: Aminta H. Breaux	President	abreaux@bowiestate.edu	(301) 860-3555
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MOU INFORMATION

Program Name: Historically Black Colleges and Universities (HBCU) Transfer Pathway		
Term of MOU:	Estimate Term of Agreement From Date: 08/31/2023	Estimate Term of Agreement Through Date: 08/31/2026



**Memorandum of Understanding
by and between
the California Community Colleges Chancellor's Office
and
Bowie State University**

This memorandum of understanding (MOU) between the California Community Colleges Chancellor's Office (Chancellor's Office) located at 1102 Q Street, 6th Floor, Sacramento, CA 95811 and Bowie State University, a constituent institution of the University System of Maryland, an agency and instrumentality of the State of Maryland, located at 14000 Jericho Park Road, Bowie, MD 20715, concerns associate degrees for transfer and the continued seamless transfer of California community college students to Bowie State University. This MOU is effective between the Chancellor's Office and Bowie State University as of the date executed by authorized representatives of both parties.

The purpose of this MOU is to establish the terms under which Bowie State University will guarantee admission, ensure acceptance of prior coursework, and facilitate the transfer of California community college students who have completed an Associate Degree for Transfer (ADT) in a major similar to a major at Bowie State University. This MOU supersedes any prior agreement between the parties.

Bowie State University and the Chancellor's Office agree to the following:

I. Admission

Bowie State University will extend a guaranteed admission to all California community college students who have obtained an ADT in a similar major pathway, and have met Bowie State University additional institutional requirements, if any, as expressly identified in subsequent section of this MOU. Bowie State University's guarantee of admission shall be effective upon execution of this MOU.

OR

A minimum of 30-degree applicable semester units with a minimum cumulative grade point average (GPA) of 2.0 or higher.

II. Transferability of Credit

With respect to transfer students wishing to complete their education at Bowie State University, for credits taken and accepted by a California community college, a minimum of 60 semester units or 90 quarter units will be transferable to Bowie State University and core courses will align to the major pathway deemed similar, provided the student received



a passing grade/grade equivalent to a C or better in the applicable major course (with the exception of licensure programs or state requirements where a grade of B or better may be required).

Course grades that are superseded on a transcript by a higher-grade following repetition of the course shall not be considered in calculating a transfer student's GPA.

III. General Education Requirements

With respect to transfer students wishing to complete their education at Bowie State University, Bowie State University agrees to accept an ADT in lieu of Bowie State University's lower division general education requirements.

IV. Articulation

California community college Associate Degrees for Transfer (AA-T/AS-T) will be articulated by Bowie State University at the degree level to comparable Bowie State University majors. Bowie State University will publish transfer information for the California community college Transfer Centers. Students awarded an Associate in Art for Transfer (AA-T) or Associate in Science for Transfer (AS-T) and accepted for admission in a similar Bowie State University program will enroll at Bowie State University at junior standing and require no more than 60 additional semester units and 90 additional quarter units to complete a bachelor's degree within the similar program, as listed below.

	Degree Type	Associate Degree for Transfer Title	HBCU Degree Type	HBCU Degree Major
1	AS-T	Business Administration	BS	Business Administration
2	AA-T	Communication Studies	BS	Communication Media
3	AS-T	Film, Television and Electronic Media	BS	Visual Communication and Digital Media Arts
4	AA-T	Elementary Teacher Education	BS	Elementary Education

V. Catalog Rights

The transfer students' academic requirements for Bowie State University graduation will be based upon the catalog year that is assigned initially to the student's first term of continuous enrollment in a community college. The students' academic requirements for Bowie State University graduation are based on the Bowie State University catalog then in



effect at the time of enrollment at Bowie State University. This Section V does not supersede the allowances provided in Sections II and III.

VI. Student Advising

Bowie State University will provide pre-enrollment advising to California community college students, including information the ADT, financial aid, and additional course work required prior to graduation.

VII. Student Outreach

The Chancellor's Office will encourage community colleges to accommodate Bowie State University on-campus visits to engage with potential transfer students.

Bowie State University will participate in a minimum of one outreach activity annually/virtually to educate and inform California community college students and faculty about transfer opportunities at Bowie State University.

The Chancellor's Office will provide Bowie State University timely written notice of outreach opportunities including conferences, virtual events, annual caravans. When appropriate, provision of onsite admissions to eligible California community college students will be made available.

Bowie State University shall also coordinate with California community college transfer centers, the Umoja Community, African American Education Network Development (A²MEND), Puente Project, Science, Technology, Engineering and Mathematics (STEM) majors, and other related transfer programs.

VIII. Housing

Bowie State University will provide priority consideration to California community college transfer students for campus housing during the first year after transfer, provided generally applicable housing fees are timely paid.

IX. Financial Aid and Tuition Reduction

Bowie State University will provide the most affordable access to students transferring via the AS-T and AA-T and will provide financial aid counseling regarding all financial aid options. Bowie State University will share information related to financial aid opportunities with the Chancellor's Office and community colleges as part of its guidance and promotional materials.

X. Data Collection and Analysis



Under this MOU, Bowie State University will provide the Chancellor's Office with annual aggregate data of California community college transfer students. The data will include the number of students admitted and enrolled by the institution, students who transferred with and without an associates degree (identifying any AA, AS, or ADT), the five most common programs or enrollments at Bowie State University by California community college transfer students, and the number and type of degrees conferred to California community college transfer students.

The required data elements are the following:

- Annual summary of California community college applicants by California community college, ID, college, community college major and degree status (e.g., AA, AS, ADT), acceptance status, number of units accepted at enrollment, starting the first academic term of the agreement, and for listed majors in section IV of this MOU;
- For matriculated California community college transfer students
 - Retention: term 1 to term 2, and term 1 to term 3
 - Enrollment status after 4-semester (or equivalent)
 - Enrollment status after 8-semester (or equivalent)
 - Completion
 - Completion term
 - Final major
 - Final Bowie State University GPA
 - Total Bowie State University units accumulated
 - Financial aid
 - Average term-level California community college transfer student loan amount Bowie State University average loan amount.

XI. Marketing and Communications

Bowie State University acknowledges the Chancellor's Office equity in the established Associate Degree for Transfer brand, and that consistent use of the brand's existing marketing and awareness materials will strengthen the Chancellor's Office's brand and will ensure brand identity and consistency in messaging when marketing to students. Bowie State University will align its marketing and communication efforts to the brand, including the use of toolkits, brochures, flyers, logos, customizable social media posts, and other resources developed by the Chancellor's Office. Bowie State University may, at its own cost, modify such materials to incorporate the Associate Degree for Transfer brand and messaging into Bowie State University's general enrollment marketing efforts, but shall do so in a manner that conforms to the Chancellor's Office's Associate Degree for Transfer



brand guidelines.

The Chancellor's Office supports and will encourage the California community colleges to collaborate with Bowie State University to support transfers under this MOU and similar programs at Bowie State University. Bowie State University will also work in collaboration with the Chancellor's Office to assist in the dissemination of information to students, faculty, and staff at California community colleges to support and encourage transfer to Bowie State University. California community colleges will be encouraged to inform students, faculty, and staff of the benefits of transfer to Bowie State University. Information will be encouraged through established internal California community college communication channels (such as student and employee newsletters, website pages, and listservs).

Bowie State University and the Chancellor's Office will co-promote the ADT program in the A Degree with a Guarantee website (www.icangotocollege.edu), individual campus websites related to the ADT, marketing materials, social media and other communication channels, and other avenues to disseminate information to students, faculty, and staff. Depending on the availability of funds, Bowie State University may have an opportunity to be included in the California Community Colleges' statewide associate degree for transfer website, "icangotocollege.com," which includes the "Find a College/Degree" tool. Bowie State University agrees that to be eligible for inclusion, Bowie State University must submit data in a format and in a manner determined by the Chancellor's Office. This data shall be provided twice annually, on or before December 1, and June 1.

The parties grant to each other a non-exclusive, non-transferable license to use each other's trademarks and servicemarks in furtherance of the MOU's purposes, or to identify and communicate the existence of the MOU to students and alumni. Use of trademarks, servicemarks and logos will comply with use policies of the originating institution. The parties shall discontinue the use of the licensed marks and return or destroy any and all files and materials containing the licensed marks supplied by the owner at termination or expiration of the MOU. Neither party grants to the other any interest in the other party's trademarks. Should either originating institution request, in writing, that a particular use of the originating institution's trademarks and/or servicemarks be discontinued, the non-originating institution shall cease and desist such use of the trademarks and/or servicemarks.

XII. Term and Other Miscellaneous Provisions

Bowie State University acknowledges that all students have a right to participate fully in community college educational processes, free from discrimination and harassment, and that community colleges have an affirmative obligation to combat racism, sexism, and other



forms of bias, and a responsibility to provide equal educational opportunities. Accordingly, Bowie State University shall afford all persons equal rights and opportunities, regardless of disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other classification contained in Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments of 1972, the Equal Pay Act of 1963, the Age Discrimination Act, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Federal Executive Order No. 11375.

This MOU is effective between the Chancellor's Office and Bowie State University as of the date executed by authorized representatives of both parties. Any party may terminate this agreement at any time, for any reason, upon thirty (30) days prior written notice to the other party.

To the extent permitted by applicable law, in the unlikely event the partnership is ended, California community college students who are in the admission process, and those receiving any educational benefit described in this MOU, will receive the full range of the benefits offered by this MOU, provided they remain in good academic standing.

This MOU contains the entire agreement between the parties, and may not be amended, unless in writing signed by both parties. The MOU supersedes all prior agreements, representations, warranties, promises, or commitments, whether written or oral, with respect to the subject matter contained in this MOU.

Bowie State University retains and reserves all of its rights, title, and interest, including all intellectual property rights, in and to the courses and related materials and information they or their affiliates provide in connection with this agreement.

Except as expressly provided, this MOU is entered into solely between, and may be enforced only by and between Bowie State University and the Chancellor's Office.

This MOU does not create a joint venture, partnership, agency, employment, or similar relationship between Bowie State University and the Chancellor's Office. This MOU creates no rights in any third parties.

Each party agrees to hold harmless the other party against all liabilities incurred by the other party resulting from any third-party claim, demand, or action, due to the party's violation of this MOU. Bowie State University's liability shall be determined exclusively in accordance with Title 12 of the State Government Article, Annotated Code of Maryland, as amended from time to time.



Neither party will make false, erroneous or misleading statements, representations, warranties or guarantees to its students, employees, or other third parties with respect to the other party.

This agreement may be executed in several counterparts, all of which taken together shall constitute one single agreement.

*On behalf of the
California Community Colleges
Chancellor's Office*

*On behalf of
Bowie State University*

Sonya Christian

**Sonya Christian
Chancellor**

Aminta H. Breaux, Ph.D.

**Aminta H Breaux
President or Designee**

10/16/2024

Date










09/30/2024

Date

HBCU: Bowie State University MOU M0068 CA Community Colleges Chancellor's Office

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