



NMSU | DOÑA ANA COMMUNITY COLLEGE

Career Pathway Partner Project Agreement
Memorandum of Understanding
FY 2007-2008

The Gadsden Independent School District (GISD) agrees to support the participation of the institutions listed below in implementing the goals of the partner project.

- Chaparral High School (CHS)
- Dona Ana Community College (DACC)

Career Pathway Project Goals and Objectives:

1. GISD and DACC partners will establish a sequence of courses and articulate Programs of Study (POS) to meet curriculum needs.
2. GISD and DACC partners will implement policies and practices at CHS that will sustain improvements in student achievement, teacher quality, and collaboration between DACC departments and GISD career and technical education departments.

Career Pathway Project Components

As a Career Pathway partner, the GISD will receive the following support:

1. DACC instructors and GISD staff will co-create and support Programs of Study for the Carl Perkins Grant.
2. DACC will provide instructors for career pathway courses in the following areas: Automotive, Construction, and Drafting.
3. DACC partners will meet twice a year with GISD to determine the programs needs and establish a sequence of dual credit courses for each program.

As a Career Pathway partner, the DACC will receive the following support:

1. DACC will be able to use the CHS facilities for evening dual credit courses
2. DACC will be able use the CHS facility for the following pathways: Automotive, Construction, and Drafting, to instruct courses for CHS 11th and 12th grade students.
3. GISD partners will meet with DACC twice a year to determine the programs needs and establish a sequence of dual credit courses for each program.

District Commitment:

As a Career Pathway partner, the GISD agrees to the following:

1. The district will provide the use of CHS facility for the following pathways: Automotive, Construction, and Drafting to instruct courses for CHS students at no cost.
2. The district will provide the use of the CHS facility for evening courses for free, after approval from the Superintendent on a course by course basis.
3. The district will cap dual credit courses at 20.
4. The district will use funds established in the Carl Perkins grant to purchase supplies and equipment for approved Programs of Study.

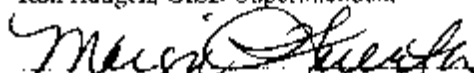
DACC Commitment:

As a Career Pathway partner, the DACC agrees to the following:

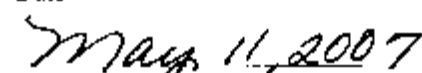
1. DACC will provide instructors at no cost to the district provided student enrollment is above 15 at the start of classes. DACC will have the option of offering or canceling the course when enrollment is below 15.
2. DACC will provide the dual credit courses at the discounted rate of 50% tuition per credit hour per student.
3. DACC will furnish supplementary equipment and computers as needed in the dual credit courses.
4. DACC will provide 50% of the cost of classroom sets of student textbooks for the courses
5. DACC will be responsible for instructor's certifications.
6. DACC will be responsible for the clean-up, safety and security of the CHS facility, when using it for evening courses.

I have read and agree to the above terms:

Ron Haugen, GISD Superintendent


Margie Huerfano, DACC Campus Executive Officer
May 10, 2007

Date


Date



**EARLY COLLEGE OPPORTUNITIES
DUAL CREDIT PROGRAM**

AGREEMENT

THIS AGREEMENT IS MADE BETWEEN THE DOÑA ANA COMMUNITY COLLEGE AND GADSDEN INDEPENDENT SCHOOL DISTRICT PERTAINING TO "EARLY COLLEGE OPPORTUNITIES, DUAL CREDIT PROGRAM" EFFECTIVE NOVEMBER 1, 2006.

OBJECTIVES:

1. To offer career/technical programs or courses not available to students at Gadsden High School, Santa Teresa High School and Chaparral High School.
2. To increase efficient use of instructional staff, facilities, equipment, student support, and technical advising services at Gadsden, Santa Teresa, and Chaparral High Schools and Doña Ana Community College (DACC).
3. To increase the overall quality of instruction and learning available through Gadsden, Santa Teresa, and Chaparral High Schools.
4. To satisfy and supplement career and technical course requirements at Gadsden, Santa Teresa, and Chaparral High Schools.
5. To grant appropriate high school and college credit upon successful completion of course work.
6. To prepare high school students for postsecondary educational opportunities.

STATEMENT OF AGREEMENT: Doña Ana Community College and Gadsden Independent School District agree in principle to the goals of Early College Opportunities, hereinafter called ECO as described in the above stated objectives. To ensure the quality of the ECO and define the appropriate areas of responsibility, the community college and the school district agree to the following:

Doña Ana Community College Will:

1. Provide instruction for ECO students in career and technical Certificate and/or Associate Degree programs offered by the college.
2. Accept high school students in their junior and/or senior year based on a cumulative 2.0 G.P.A., a good attendance record, parental permission (if applicable) and adequate placement on the COMPASS Exam.

3. Counsel with high school students that fall below a 2.0 GPA.
4. Provide advising and orientation for students and their parents jointly with the Gadsden Independent School District (GISD) to explain the ECO, and the applicable program rules and regulations.
5. Require of parents and/or guardians written consent for student participation.
6. Provide parents of participating students, and the local school district with student's progress and attendance reports as required. This will include instructor's progress reports at mid-term and formal grade reports at the end of each college term.
7. Grant college credit for courses successfully completed under the ECO, based on established academic policies and procedures.
8. Work with Gadsden, Santa Teresa and Chaparral High Schools to develop new ECO courses.
9. Participate in regularly scheduled meetings with GISD to monitor and provide advice in the operation and coordination of ECO.
10. Be responsible for determining ECO eligibility of the high school students and coordinating the duties described in #5.
11. Invoice the school district at least once a term for current tuition (at a reduction of 50%), generated by admitted/registered/enrolled students as required by law. Should tuition refund be required by the withdrawal or disenrollment of the student, the normal DACC refund policy shall apply.
12. Provide necessary textbooks to student at a 50 percent reduction of cost.
13. Provide such support services as tutoring, career guidance, and special services for ECO students with documented disabilities within the limit of DACC's current resources.
14. Assume liability responsibility for students while attending classes or assigned laboratories at DACC.
15. Notify the school district immediately in the event a student is in an adverse situation, drops out, or is otherwise disqualified from participation in DACC classes or the ECO program.
16. Make this agreement available and subject to review by the New Mexico Public Education Department and the Higher Education Department.

Las Cruces Public Schools Will:

1. Provide information and advisement jointly with the community college to assist students and their parents in deciding about participation in the ECO.
2. Encourage participation of qualified junior or senior high students for ECO participation.
3. Grant high school career and technical credit for successful completion of DACC course work for all students participating in the ECO.
4. Designate a high school counselor to serve as the official point of contact to work with the Dual Credit Coordinator at DACC concerning eligibility, advising, grades and other reporting.
5. Participate in regularly scheduled meetings with DACC to monitor and provide advice in the operation and coordination of the ECO.
6. Recognize that ECO students will adhere to the academic policies, procedures, and calendar of DACC for students enrolled in courses offered by DACC.
7. Reimburse DACC the tuition (50 percent of cost) and textbook amount (50 percent of cost) per ECO student upon receipt of appropriate invoice each semester.

Students Selected for ECO Will:

1. Be responsible for providing their own transportation to and from DACC, and at their own risk, if GISD transportation is not provided.
2. Be responsible for purchasing protective clothing, supplies, and tools required by ECO.
3. Not be responsible for tuition.
4. Return textbooks to DACC at the end of each course.
5. Reimburse DACC and/or GISD the cost for lost or stolen textbooks.
6. Adhere to all rules and regulations pertaining to DACC students and programs.
7. Understand that completing the requirements for any courses offered through ECO may require continued attendance as regular students at DACC during holidays and breaks which may not correspond to the GISD calendar.
8. Understand that failure to make satisfactory progress in the ECO curriculum, according to the same standards applicable to regular DACC students, will result in transfer back to the local high school.
9. Demonstrate awareness of the academic and scheduling requirements of, as well as the credits to be awarded for, courses taken at DACC by completing a time block chart and signing a completed course request card each term.

10. Maintain a 2.0 Cumulative GPA in their DACC courses in order to continue in ECO program.

This Agreement Will:

1. Govern the operation of ECO between Doña Ana Community College and Gadsden Independent School District.
2. Become operational upon written approval of the Campus Executive Officer of Doña Ana Community College, on behalf of the Board of Regents of New Mexico State University, and the Superintendent of Las Cruces Public Schools.
3. Be subject to change upon written agreement of appropriate representatives of both DACC and GISD and be subject to termination within 90 days upon written notice by appropriate representative of either DACC or GISD.

Gadsden Independent School District

Dona Ana Community College

Superintendent Date

Margie Huerta 5/11/07

Campus Executive Officer Date

Dir. of Career & Technical Education Date

Anna Chujfo 5/11/07

Campus Academic Officer Date



COURSE ARTICULATION AGREEMENT

Dona Ana Community College and Gadsden Independent School District

PURPOSE. The purpose of this instrument is to document approval of a Course Articulation Plan for specified courses and instructional programs between Dona Ana Community College of New Mexico State University and the Gadsden Independent School District.

DEFINITION OF ARTICULATION. In higher education, "articulation" refers to systematic processes intended to mesh courses and programs of study between institutions in order to ensure educational continuity, and to facilitate the orderly, unobstructed progress of students from one institution to another as the student pursues completion of a degree program.

REQUIREMENTS FOR AN ARTICULATED COURSE. For purposes of articulation between GISD high school courses and DACC courses, an articulated course is one that is

- part of the career/technical curriculum at both institutions;
- deemed by an assigned representative from each institution to be equivalent, based on the course content, student learning outcomes, and exit requirements; and
- placed on an Course Articulation Agreement which has been approved by the career/technical (department heads and division deans) and academic administrators (directors, principals or officers) from each institution.

PROCESS FOR TRANSCRIPTING CREDIT. To be eligible for DACC or NMSU credit via the articulation process, the student must

1. Earn a grade of "B" or better in the high school articulated course,
2. Graduate from high school,
3. Meet all DACC admissions requirements,
4. Enroll/register as a full-time student at DACC within 16 months of high school graduation, and

5. Request a copy, from DACC Admissions Office, of the official high school transcript and provide it to appropriate DACC faculty, division, or center advisor at time of initial advisement for registration.

DACC will, during the student's first semester,

1. Confirm that the specified articulated course(s) on the high school transcript is part of the current, approved Course Articulation Agreement between the high school and the community college;
2. Complete a request for transcript credit to be approved by the Department Chair/Program Director, Division Dean, and Academic Officer;
3. Submit the request to NMSU after official grades for the semester have been posted; and
4. Inform the student of the status of the request for transcript credit before the start of classes for the next semester.

ARTICULATED COURSES. Attached to this agreement are approved courses for each high school in the Gadsden Independent School District.

Gadsden Independent School District

Dona Ana Community College

Superintendent Date

Margie Sparta 5/11/07

Campus Executive Officer Date

Dir. of Career & Technical Education Date

Anna Chieffo 5/11/07

Campus Academic Officer Date