TO: Sharon Brewer, Executive Assistant to the Provost
FROM: Michael Tkacik, Director of the School of Honors
RE: Articulation Agreement between SFA and Lone Star (ORIGINAL)
DATE: 4 August 2011

Enclosed, please find the original Articulation Agreement between SFA and Lone Star College System for your records. We have made a copy for our office. Should you have questions or comments, please call me.
HONORS PROGRAM

Stephen F. Austin State University
And
Lone Star College System

Memorandum of Understanding

June 27, 2011

Prepared jointly by:
Office of the Vice Chancellor for Academic Affairs and Student Success
Lone Star College System
5000 Research Forest
The Woodlands, Texas 77384

And

Stephen F. Austin State University
P.O. Box 6114 SFA Station
1936 North Street
Nacogdoches, TX 75962-6114
A. Statement of Purpose:

Lone Star College System, Houston, Texas (hereafter “LSCS”), and Stephen F. Austin State University, Nacogdoches, Texas (hereafter “SFA”), share mutual interests about the availability and quality of higher education in Texas. There is further shared interest in issues of access to higher education for all groups of Texans, to ensure a viable and strong future in the higher education environment or all who choose to participate.

LSCS provides coursework at the freshman and sophomore levels for students in LSCS communities and the surrounding area. This coursework leads to various certificates and associate degrees. SFA offers courses of study leading to baccalaureate, master, and doctoral degrees. The purpose of this Honors Program Memorandum of Understanding is to provide guidelines and areas of responsibility that will ensure that students completing courses in the Honors Program at LSCS will be able to transfer those courses to SFA without loss of credit or recognition for approved courses within the Honors Program. This Agreement will provide similar credit and recognition for students who receive Honors Credit in approved courses at SFA who wish to transfer to LSCS. Either institution may propose additional cooperative activities that shall become part of this agreement upon being signed by authorized individuals of both parties.

The parties of this agreement, LSCS and SFA agree to the terms and conditions set forth herein.

B. General Terms:

1. LSCS and SFA will cooperate in the development of parallel Honors Program offerings that will facilitate the transfer of credit from LSCS to SFA and from SFA to LSCS.

2. LSCS and SFA will each designate an individual who will be responsible for the continued updating of and sharing of information on Honors Program changes, new courses added to the Honors Program, and other projects as needed.

3. LSCS and SFA will work together to facilitate access to faculty members from both institutions through visits to the respective campuses. LSCS and SFA will share information regarding program development, course development, and special activities related to the Honors Program at each institution.

4. This agreement may be amended at any time or may be terminated by either party by providing one year’s written notice.

SFA agrees to:

1. Provide LSCS with information regarding the SFA Honors Program and provide updates in program changes or additions.

2. Prepare a general report on the progress of LSCS Honors Program transfer students to be provided to the LSCS designate. Report will include anonymized LSCS transfer honors student GPA and retention rates. (This information shall be provided within the provisions of the Family Educational Rights and Privacy Act of 1974 and its implementing regulations.) These data will be incorporated into LSCS institutional effectiveness studies.

3. Reasonably assist LSCS Honors transfer students in the transition from the LSCS Honors Program into the SFA Honors Program.
4. SFA is an equal opportunity institution and shall not discriminate unlawfully against any LSCS applicant or enrollee, nor shall it deny the benefits provided its own degree-seeking student on the basis of race, gender, religion, age, national origin, or disability.

LSCS agrees to:

1. Assist SFA in arranging conferences and on-campus visits by prospective Honors students.

2. Schedule appointments through the designated representative with LSCS students, faculty, and staff for the purpose of sharing information, discussing ideas, and other activities of mutual interest.

3. LCSC is an equal opportunity institution and shall not discriminate unlawfully against any SFA applicant or enrollee, nor shall it deny the benefits provided its own degree-seeking student on the basis of race, gender, religion, age, national origin, or disability.

LSCS and SFA jointly agree to:

1. Work together to further the opportunity and access to respective Honors Programs by qualified students through the cooperative efforts and ventures by both institutions.

2. Be responsible for legally required accessibility requirements of their public facilities and programs pursuant to the Americans with Disabilities Act or other applicable law.

3. All notices, demands, requests, and other communications required shall be in writing and shall be deemed to have been given when personally delivered or mailed to:

LSCS:

Donetta P. Goodall, Ph.D.
Vice Chancellor for Academic Affairs & Student Success
Lone Star College System
5000 Research Forest Dr
The Woodlands, TX 77384
832.813.6597
Email: Donetta.P.Goodall@lonestar.edu

Rosario Martinez Castillo, Ph.D.
Director, Articulation Services & University Relations
20515 SH 249, Bldg. 11, 4th Floor, Rm. 11468
Houston, TX 77070
281.290.3634
Email: Rosario.Martinez@lonestar.edu

SFA:

Michael Tkacik, Ph.D.
Director, Honors Program
Stephen F. Austin State University
P.O. Box 6114 SFA Station
1936 North Street
Nacogdoches, TX 75962-6114
Phone: (936) 468-2813
E-mail: mtkacik@sfasu.edu
C. Transfer of Credit:

This Memorandum of Understanding provides a mechanism to enable students who have completed Honors Program courses at either LSCS or SFA to be granted honors credit by articulation.

1. The student must meet all LSCS or SFA admission requirements and be officially enrolled in LSCS or in SFA to be eligible for honors credit through articulation.

2. The student must have an official transcript showing Honors course credit earned on file with LSCS or SFA Records or Admissions Office.

3. LSCS honors students will be permitted to transfer at least 12 credit hours of honors courses to SFA.

4. To graduate with honors from either LSCS or SFA Honors Program, the student must meet all of the stated requirements for the respective program and complete at least 50% of the honors credits at the institution from which he or she intends to graduate.
   a. SFA will accept up to 12 honors credit hours from LSCS honors students.
   b. LSCS transferring honors student must have overall GPA of 3.25 to be accepted in SFA’s Honors Program.
   c. LSCS transferring honors students must have a GPA of 3.0 in all Honors courses to be accepted in SFA’s Honors Program.

5. The LSCS Honors Program Directors (with the coordination of the System Director of Articulation Services) will initiate a biennial review of this Memorandum of Understanding with SFA representatives to evaluate any changes in competencies, content, or standards.

6. This Honors Program Memorandum of Understanding shall be filed with the Records and Admissions Offices, with the Honors Program Directors and with the Office of the Vice President of Academic Affairs at SFA and with the Office of Articulation Services and the Offices of the Vice Presidents of Instruction and Student Services at the LSCS.

7. Honors credit will only be considered for LSCS Honors courses that have been otherwise accepted for transfer credit into SFA. It shall be the duty of the transferring student to request Honors credit from the Director of Honors at SFA. No course will be accepted for Honors credit with less than a "B" grade.
D. SIGNATURES

The parties have executed this agreement in duplicate originals on this 11th day of July, 2011. An original, signed copy of this agreement shall be maintained by each institution at designated offices of the college and university presidents or designee.

Lone Star College System

Donetta P. Goodall, Ph.D.
Vice Chancellor for Academic Affairs and Student Success

Linda Luehrs Wolfe, Ed.D.
Associate Vice Chancellor for Curriculum and Instruction

Stephen F. Austin State University

Michael Tkacik, Ph.D.
Honors Program Director

Richard Berry, D.M.A.
Provost and Vice President for Academic Affairs

APPROVED AS TO FORM BY

SHELBY L. BOESEMAN
OFFICE OF THE GENERAL COUNSEL
LONE STAR COLLEGE SYSTEM

Baker Pattillo, Ph.D.
President