



ARTICULATION MEMORANDUM OF UNDERSTANDING

BETWEEN

COLUMBIA SOUTHERN UNIVERSITY
21982 University Lane, Orange Beach, Alabama 36561

AND

HAWKEYE COMMUNITY COLLEGE
1501 E. Orange Road, Waterloo, Iowa 50701

1. PURPOSE

The purpose of this Memorandum of Understanding (MOU) between **Columbia Southern University (CSU)** and **Hawkeye Community College** is to establish criteria for a transfer credit and program acceptance agreement.

2. FACILITATE COOPERATION

A. **CSU** and **Hawkeye Community College** mutually agree to the following:

1. Identify a point of contact, respectively, to coordinate the coursework review and determine the credit transfer to **CSU** programs.
2. Provide a depiction of respective logos and approved text and authorize the other Party to use such logos and text to promote the programs, provided the respective materials are approved in writing by the Parties. Use of materials, approved or otherwise, outside of the agreement is expressly prohibited without prior authorization and written consent.
3. Inform students that tuition, fees, and other costs shall be received directly from the student. **Hawkeye Community College** is not responsible for paying student tuition, fees, or additional costs.

B. **CSU** shall:

1. Provide **Hawkeye Community College** students and graduates with **CSU** degree program requirements. Program information is located publicly on the **CSU** website and in the **CSU** university catalog. In addition, all **CSU** associate and bachelor's degree courses and programs, including those newly developed in the future, are eligible for credit consideration and review by the appropriate **CSU** authority.

COLUMBIA SOUTHERN UNIVERSITY

2. Provide **Hawkeye Community College** students and graduates with **CSU's** admission requirements and institutional policies and procedures. **Hawkeye Community College** students and graduates are required to follow all **CSU** requirements, policies, and procedures for all degree programs.
3. Provide **Hawkeye Community College** students, faculty, staff, and their families with a **Learning Partnership** discount of 10% for academic courses taken at **CSU**.
4. Deploy a Partner-specific landing page with instructions and transfer credit requirements for prospective students.
5. Reserve the right to modify degree program requirements anytime to preserve the University's best practices and program integrity. **CSU** policies, regulations, procedures, and curricula are subject to change without prior notice, if necessary, to keep the University in compliance with accrediting and regulatory guidelines.

C. **Hawkeye Community College** shall:

1. Notify **CSU** of any course changes that affect this **MOU**, including courses that are added, dropped, or modified.
2. Inform **Hawkeye Community College** graduates of the terms of this **MOU**. This **MOU** and transfer credit information herein relates to **Hawkeye Community College** graduates completing all standards and criteria for an Associate of Arts, Associate of Science, Associate of Applied Arts, and Associate of Applied Science degree plan from **Hawkeye Community College**. In addition, **Hawkeye Community College** graduates must meet all requirements pertaining to application for admission and payment of tuition and fees to be eligible for admission to **CSU**. **Hawkeye Community College** graduates entering **CSU** programs will abide by the policies and procedures as they apply to all **CSU** students.
3. Provide the **CSU** partner-specific URL.

3. APPLICABILITY, REVIEW, AND EFFECTIVE DATE

- A. **Applicability:** This **MOU** applies to both parties and any of their respective employees, agents, and consultants involved in course design, maintenance, documentation, and delivery, as well as evaluation of course materials and students. Nothing in this **MOU** shall take precedence or negate the respective signatory's policy, directives, and procedures in any way. Conflicts between this document and any other guidance shall be referred to the respective point of contact for resolution. If a satisfactory resolution cannot be achieved at this level, the responsible points of contact shall refer the matter to the signatories of this **MOU** through their respective channels.
- B. When requested by either Party, the parties will convene to consider whether this **MOU** benefits both parties and consider all potential modifications or updates to optimize the **MOU**.
- C. This **MOU** is effective upon acceptance of both parties, as indicated by the authorized signatures below.

4. VOLUNTARY CHARACTER OF RELATIONSHIP

Each Party:

- A. Acknowledges their voluntary participation in this cooperative arrangement and, in doing so, imposes no obligation to expend money or other resources beyond the simple administrative actions outlined in this **MOU**.
- B. Agrees to bear its own cost of participation in this **MOU**. All costs incurred under this **MOU** are gratuitously rendered and will not result in a charge or obligation to the other Party.
- C. Agrees the relationship of the Parties under this **MOU** and any resulting written agreements shall be that of independent contractors, and neither Party shall be deemed, nor shall hold itself out as being, a partner, broker, employee, servant, or agent of the other Party.
- D. Agrees neither Party shall be liable for the acts, statements, or representations of the other which in any way relate to this **MOU**.

5. TERMINATION

Either Party, without cause, may terminate this **MOU** with a 90-day written notice to the other Party.

- A. Upon notice of termination, both Parties will update their respective websites within 30 calendar days of the termination date.
- B. **CSU** agrees to accept validated transfer credits presented to **CSU** by a student through the close of business on the termination date.
- C. Notwithstanding the foregoing, either Party may immediately terminate this agreement in the event that participation under the agreement gives rise to a violation of any requirement of federal or state law, regulation, or the requirements of any accrediting agency having jurisdiction.


Signatories

Columbia Southern University

Hawkeye Community College

Janell E. Gibson, Ph.D. Digitally signed by Janell E. Gibson, Ph.D.
Date: 2023.06.12 14:57:36 -05'00'

Provost and Chief Academic Officer **Date**

 6/20/23

Program Director **Date**

 6-20-23

Dean **Date**

Appendix

CSU Bachelor of Science Degree in Emergency Medical Services Administration
 Applicable to students completing the following Hawkeye Community College (HCC)
 undergraduate degree program:

AAS Emergency Medical Services

CSU Degree Requirements	CSU Required Credit Hours	HCC Transfer Courses*	HCC Transfer Credit Hours*	Credits to take at CSU*
Major Requirements	51	HCC courses must be completed as outlined below:	9	42
EMS 2301 Anatomy and Physiology for EMS I	3	BIO 168 Human Anatomy and Physiology I**	3	
EMS 2302 Anatomy and Physiology for EMS II	3	BIO 173 Human Anatomy and Physiology II**	3	
EMS 3301 EMS Management	3	EMS 856 Management of Emergency Medical Services**	3	
EMS 3302 EMS Planning and Development	3			
EMS 3303 EMS Operations and Personnel Management	3			
EMS 3304 Foundations in EMS Education	3			
EMS 3305 Risk Management Practices in EMS	3			
EMS 3306 Emergency Medical Communications	3			
EMS 4301 Finance of EMS Systems	3			
EMS 4302 Leadership in EMS Systems	3			
EMS 4303 Legal, Political, and Regulatory Environment in EMS	3			
EMS 4304 Community Risk Reduction in EMS	3			
EMS 4305 EMS Public Information and Community Relations	3			
EMS 4306 EMS Roles During Emergencies and Disasters	3			
EMS 4307 Research for the EMS Professional	3			
EMS 4308 Mobile Integrated Health Care	3			
EMS 4320 EMS System Design	3			

CSU Degree Requirements	CSU Required Credit Hours	HCC Transfer Courses*	HCC Transfer Credit Hours*	Credits to take at CSU
Open Electives	39	HCC courses listed below may be used to meet CSU 39-hour Open Electives requirement:	39	0
		EMS 363 Emergency Medical Technician I	3	
		EMS 364 Emergency Medical Technician II	3	
		EMS 365 Emergency Medical Technician II Clinical	1	
		EMS 541 Clinical I	3	
HTH 1305 Pharmacology	3	EMS 610 Paramedic Pharmacology and Medication Administration	4	
		EMS 619 Airway and Patient Assessment	4	
		EMS 641 Introduction to Paramedicine	3	
		EMS 674 Cardiology for the Paramedic	4	
		EMS 546 Clinical II	3	
		EMS 650 Medical and Psychological Emergencies	4	
		EMS 654 EMS Operations	2	
		EMS 668 Special Considerations for the Paramedic	2	
		EMS 678 Traumatic Emergencies for the Paramedic	3	
		EMS 688 Field Experience for the Paramedic	1	
		EMS 655 Transition to Paramedic Practice	4	
CSU General Education Requirements	CSU Required Credit Hours	HCC General Education Courses	HCC Transfer Credit Hours*	Credits to take at CSU*
General Education	30	To receive the full general education transfer credit, the 12 hours of HCC General Education courses must be completed as outlined below. Certain CSU degree programs have required prerequisite courses that may affect the amount of credit transferred.	12	18
CSU General Education Degree Category Requirements				

Humanities and Fine Arts - Group A	3	-		
Humanities and Fine Arts - Group B	3	HCC's SPC 101 Fundamentals of Oral Communication (3)		
Social/Behavioral Sciences	6	HCC's SOC 110 Introduction to Sociology or PSY 111 Introduction to Psychology (3)		
History	3	-		
Natural Sciences	6	-		
Mathematics	3	HCC's MAT 110 Math for Liberal Arts, MAT 121 College Algebra, or MAT 156 Statistics (3)		
English Composition	6	HCC's ENG 105 Composition I (3)		
Total Credits Required Bachelor of Science in Emergency Medical Services Administration	120		60	60

* Transfer Credit/General Notes:

- HCC's General Education courses that do not satisfy CSU's General Education categories will be reviewed for Open Electives credit, if applicable.
- Math and English courses must be a grade of C or higher.
- Direct transfer credit for all degree categories must be a minimum of 3 semester hours, except in the Open Electives category. In cases where 4 or more credits are earned, the remaining credit will be reviewed for Open Electives category, if applicable.
- All CSU and HCC courses listed in the Humanities and Fine Arts – Group A category may be reviewed for application to the Humanities and Fine Arts – Group B category if needed. Duplicate transfer credit is not permissible.
- Credit awarded is subject to degree requirements at the time of enrollment and current transfer credit policy, which are subject to change.
- CSU is in the process of converting to new course numbers and anticipates completion by the end of 2023.
- All transcripts for previously attended colleges must be submitted for full CSU transfer credit.
- The total transfer credit amount assumes maximum HCC general education transfer towards CSU general education requirements. Actual number of transfer credit hours awarded (and therefore the number of hours to be completed at CSU) will be based on actual courses completed successfully at HCC for which there exists a CSU equivalent and could be more or less than the number of transfer credits in the example above.

** HCC's BIO 168/173 sequence and EMS 856 must be completed for maximum transfer credit.