

Sussex County

COMMUNITY COLLEGE

May 14, 2014

Joanne Coté-Bonanno, Ph.D.
Associate Provost for Academic
Programs and Assessment
Montclair State University
1 Normal Avenue, CO 346
Montclair, NJ 07043

Dear Dr. Coté-Bonanno:

Enclosed you will find the original and one copy of the signed Articulation Agreement by Dr. Paul Mazur between Montclair State University and Sussex County Community for the A.S. degree in Mathematics and Science programs and the B.S. and B.A. degrees in Sciences and Mathematics programs.

Should you need any further information, please feel free to contact us. We too look forward to working with Montclair State University on this collaborative effort.

Sincerely,



Peter Schoch
Interim Dean of Mathematics,
Science, Business and Law

Enclosures (2)
lac/MSU- SCCC articulation.let

Transfer Articulation Agreement

Between

Sussex County Community College ("Sussex")

and

Montclair State University ("MSU")

for the

A.S. degree in Mathematics and Science Programs

and the

B.S. and B.A. degrees in Sciences and Mathematics Programs

This agreement is entered into by the parties in accordance with the principles of the comprehensive state wide transfer agreement approved by the New Jersey President Council in 2008.

The terms of the Agreement apply to those students graduating from Sussex in May 2014 and entering the MSU baccalaureate program after August 2014. Programmatic changes by either institution will necessitate amendments to this Agreement as appropriate.

PURPOSE: Seamless transition from a public associate degree program at Sussex to public baccalaureate degree programs at MSU and supporting the successful acquisition of baccalaureate degrees by transfer students.

A. TRANSFER – with an A.S. degree

1. Students from Sussex must have an A.S. degree in the following majors:

Biology
Chemistry
Geology

2. An A.S. degree in the foregoing majors will be fully transferable as the first two years of a baccalaureate of science degree program at MSU toward the following majors in MSU's College of Science and Mathematics:

Marine Biology and Coastal Sciences
Biology
Biochemistry
Chemistry
Geoscience
Molecular Biology

3. Students transferring with an A.S. degree into a B.S. program will have accepted for transfer exactly half of the credits required for the basic four-year degree and will have exactly half of the-credits to complete at MSU, therefore, 60 credits. Such students will have Junior status upon enrollment at MSU.
4. Such transfer students will be considered to have completed all lower division General Education requirements unless required for the selected BS major. All general education courses that may transfer to MSU are indicated in blue in Attachment A.
5. MSU shall identify for the student upon admission any requirements in regard to the remaining half of the credits.
6. MSU may require the transfer student to take more than the standard half of credits for the four-year degree if entrance into a required course at MSU requires a prerequisite course which the student has not completed at Sussex, and the student cannot fit that prerequisite within the remaining credits to be taken at MSU. MSU will make such prerequisite information clear so that students can take appropriate coursework prior to admission to the BS program.
7. Transfer students must meet the specific graduation requirements of MSU. It is the responsibility of MSU and Sussex to make sure that their specific graduation requirements are clearly announced in catalogs and other relevant materials.
8. 100- and 200-level courses at Sussex that deal with the same subject matter as 100- and 200-level courses at MSU will be accepted as equivalent as indicated in attachment A to this Agreement.
9. 300- and 400-level courses at MSU have no course equivalents at Sussex. For the purposes of this Agreement, a 300-level course is one that has a prerequisite of 200-level coursework or equivalent prerequisite, such as a placement exam.
10. Sussex will align its courses with the courses offered at MSU to facilitate the transfer of its students to the programs permitted by this Agreement. This alignment is best accomplished by faculty-to-faculty discussions across the institutions in all sectors. To ensure that students can prepare themselves well to succeed in the BS program, course evaluations that now take place as part of NJTransfer will continue, and Sussex will advise their students as to which courses will best prepare them for transfer.
11. Where program requirements are closely defined by accrediting organizations, regular communication and consultation shall occur between program faculty at Sussex and MSU to facilitate effective and seamless transfer.
12. All decisions made with respect to the transfer process shall be based on the principle of equivalence of expectations and requirements for native and transfer students.
13. Sussex is responsible for providing transfer students with their transfer applications, through NJTransfer or some other mechanism, transcripts that clearly and accurately designate the specific degree earned by the student, the major, and all courses and course levels and grades attained by the

student. Sussex and MSU will keep course descriptions, prerequisites, and course equivalencies current.

B. ADMISSION

General Principles:

1. Admission to MSU will depend on MSU's assessment of the overall strength of the student's academic record and the availability of places in the receiving institution. MSU will not be expected to exceed its enrollment goals to accommodate transfer students. Admissions decisions are not appealable through the Appeal Process set forth in this Agreement.
2. A transfer student's admission into a particular major will be subject to the specific requirements for admission to that major.
3. Special Provisions for Transfer of Mathematics Courses:
 - a. For students transferring with an A.S. degree, General Education mathematics courses that have a prerequisite of basic algebra shall be included among the courses for which students pursuing non-mathematics-intensive programs are awarded General Education transfer credit.
 - b. In all other circumstances, the policies that apply to students at MSU shall be applicable to transfer students and shall determine whether MSU does or not accept a specific mathematics course as meeting general education, major, graduation, or elective requirements.
 - c. Sussex and MSU must ensure that its students are fully advised of the impact of their mathematics course selections in their planning for a major and for transferring credits.
4. Criteria for admission to the University and/or to the specific upper level program:
 - a. Acceptance by MSU of transfer students with an A.S. degree in all BS programs identified by this Agreement except Computer Science requires a minimum grade point average of 2.5. Admission to a BS program with a major in Computer Science requires a 3.0 grade point average and a minimum grade of B in both MAT 280 and 281, Calculus I and II, and with a major in Biology, which requires a 3.0 grade point average.
 - b. Evidence is required if the transfer student has completed a sequential set of 2 courses in World Languages at Sussex within the 60 credit transfer limit. Otherwise, a 2 course language sequence will be taken at MSU as it is an MSU graduation requirement.
5. MSU shall waive the Application Fee for Sussex transfer students.

C. STUDENT APPEAL PROCESS

MSU shall have a procedure through which a transfer student can appeal a decision that he/she believes is not consistent with this Agreement. The procedure shall be published in the MSU's catalog, student handbook, and website. A student who wishes to appeal a decision must file that appeal with MSU through that procedure. Such appeal must be submitted by the student within 30 days of receiving the decision in question. MSU will provide a decision to the student within 60

days of receipt of the appeal. The decision of MSU is final. Sussex will be informed of the nature of the appeal and the decision by MSU.

D. INSTITUTIONAL RESOLUTION OF DISPUTES REGARDING THE AGREEMENT

1. If Sussex believes the decision of MSU was not consistent with this Agreement, Sussex shall consult with MSU and seek to achieve resolution of the matter. If Sussex cannot achieve resolution of the matter with MSU, Sussex may submit the matter for consideration and recommendation to the Special Transfer Agreement Panel established by the Presidents' Council, as set forth below. The Panel shall receive relevant documentation and opinions from MSU and Sussex, and, if so requested, they shall provide timely response to any additional requests for information from the Panel. The Panel shall make any recommendations in the matter which it deems advisable. Those recommendations shall be forwarded to the institutions concerned and to the Transfer Committee. The Transfer Committee shall report on any Panel recommendations to the Presidents' Council.
2. A Special Transfer Agreement Panel comprised of three persons and three alternates shall be appointed to serve each year by the Presidents' Council. One member and alternate of the Panel shall be former academic officers nominated by the baccalaureate institutions; one member and alternate of the Panel shall be former academic officers nominated by the community colleges; and one member and alternate of the Panel shall be nominated by the Commission on Higher Education. The alternate member shall serve whenever the regular member is unavailable or has a current or prior affiliation with one of the institutions involved in the dispute. The costs of the dispute resolution process shall be borne equally by the institutions involved in the appeal.

E. IMPLEMENTATION DATE AND APPLICABILITY

This Agreement will take effect upon signing by all parties and will be applicable only to all transfer students entering MSU for the first time in Fall 2014 or thereafter and who have earned an A.S. degree from Sussex in May 2014 in the majors specified by this Agreement. Further, the Agreement applies only to students from institutions that conform to the provisions of this Agreement.

F. MISCELLANEOUS TERMS

1. **NOTICES REQUIRED BY AGREEMENT** - Any notice which must be sent to MSU shall be forwarded by facsimile or overnight mail with confirmation of delivery to the following individuals:

University Counsel
Montclair State University
1 Normal Avenue
Montclair, NJ 07043

Vice President of the Division of Finance and Treasurer
Montclair State University
855 Valley Road
Clifton, NJ 07013

Dean, College of Science and
Mathematics
Montclair State University
1 Normal Avenue
Montclair, NJ 07043

Any notice which must be sent to Sussex shall be forwarded by facsimile or overnight mail with confirmation of delivery to the following individuals:

Peter Schoch
Interim Dean of Mathematics,
Science, Business and Law
Sussex County Community
College
One College Hill Road
Newton, New Jersey 07860

William F. Waite
Interim Vice-president of
Academic Affairs
Sussex County Community
College
One College Hill Road
Newton, New Jersey 07860

2. SELF-INSURANCE BY MSU - MSU is an agency of the State of New Jersey. Any agreement or arrangement signed or entered into on behalf of the State of New Jersey by a State official or employee shall be subject to all of the provisions of the New Jersey Torts Claims Act, NJSA 59:1-1 et seq., the New Jersey Contractual Liability Act, NJSA 59:13-1, et seq., and the availability of appropriations. The State of New Jersey does not carry public liability insurance, but the liability of the State and the obligations of the State to be responsible for tort claims against its agencies and employees is covered under the terms and provisions of the New Jersey Tort Claims Act. The Act also creates a special self-insurance fund and provides for payment and claims against the State of New Jersey against its employees for which the State of New Jersey is obligated to indemnify against tort claims which arise out of the performance of their duties. Claims against the University or its employees should be referred for handling to the Attorney General, Division of Law, Claims Service Section, Richard Hughes Complex, Trenton, New Jersey 08625. Furthermore, the State of New Jersey self-funds for Workers Compensation and Disability.

3. ANTI-DISCRIMINATION – The parties agree not to discriminate in employment and agree to abide by all anti-discrimination laws including those contained within N.J.S.A. 10:2-1 through N.J.S.A. 10:2-4, N.J.S.A.10:5-1 et seq. and N.J.S.A.10:5-31 through 10:5-38, and all rules and regulations issued there under.

4. AMERICANS WITH DISABILITIES ACT –The parties agree to comply with all provisions of the Americans with Disabilities Act (ADA), P.L. 101-336, in accordance with 42 U.S.C. 12101 et seq. 1.4


5. COMPLIANCE - LAWS –The parties shall comply with all local, state and federal laws, rules and regulations applicable to the contract.

6. SUBCONTRACTING OR ASSIGNMENT - The Agreement may not be subcontracted or assigned in whole or in part, without the prior written consent of both parties. Such consent, if granted, shall not relieve either party of any of its responsibilities under the contract.


7. MAINTENANCE OF RECORDS - The parties shall maintain records associated with the performance of this contract in accordance with the applicable provisions of the NJ State Record Retention Policy. Such records shall be made available to either party upon request for purposes of conducting an audit or for ascertaining other information.

The foregoing terms and conditions are agreed to and accepted by the parties by affixing their signature below. This Agreement may be signed in counterparts and shall be enforceable by facsimile or original signature.

Montclair State University

By: 
Susan Cole, President

Sussex County Community College

By: 
Paul Mazur, President

Attachment A



Office of the Registrar
Sussex A.S. – Science/Math:
Biology Option

Catalog Date:
 UG13
 Effective Date:
 7/1/13

Course Requirements to transfer into: Marine Biology and Coastal Science, Biology, Molecular Biology, and Environmental Science at MSU

SUSSEX PROGRAM REQUIREMENTS		MONTCLAIR COURSES
COLL	COLLEGE FOUNDATIONS (4 cr.)	
COLL101	Foundations for Success	
COLL210	Capstone for Biology, Pre-Medical/Dental, Pre-Nutrition/Dietetic	
GER	COMMUNICATION (6 cr.)	
ENGL101	English Composition I	
ENGL102	English Composition II	
GER	HUMANITIES* (3 cr.)	
	Humanities Elective	
GER	MATH & SCIENCE ELECTIVES (11/12 cr.)	
CHEM110	College Chemistry I	CHEM120 General Chemistry I
MATH108	STATISTICS	MATH109 STATISTICS
MATH113	Calculus I	MATH122 Calculus I
	Or	or
MATH113	Calculus I	MATH122 Calculus I
MATH114	Calculus II	MATH221 Calculus II
GER	TECHNOLOGY (3 cr.)	
COMS110	Computer Concepts & Applications	
GER	SOCIAL SCIENCE* (6 cr.)	
REQ	REQUIRED COURSES (25 cr.)	
BIOS110	Biology I	BIOL112 Principles of Biology I
BIOS112	Biology II	BIOL113 Principles of Biology II
CHEM112	College Chemistry II	CHEM121 General Chemistry II
CHEM210	Organic Chemistry I (5 cr)	CHEM230 Organic Chemistry I CHEM232 Experimental Organic Chemistry I
CHEM212	Organic Chemistry II (5 cr)	CHEM231 Organic Chemistry II CHEM233 Experimental Organic Chemistry II
PHYS110	Physics I and	PHYS193 College Physics I
PHYS112	Physics II	PHYS194 College Physics II
	Or	or
PHYS120	Physics with Calculus I and	PHYS191 University Physics I
PHYS121	Physics with Calculus II	PHYS192 University Physics II

Gen ed, indicated in blue shading, transfers as a package.

A maximum of 60 total credits are allowed to transfer according to NJTransfer.



Office of the Registrar
**Sussex A.S. – Science/Math:
 Chemistry Option**

Catalog Date:
 UG13
 Effective Date:
 7/1/13

Course Requirements to transfer into Chemistry and Biochemistry at MSU

SUSSEX PROGRAM REQUIREMENTS		MONTCLAIR COURSES
COLL	COLLEGE FOUNDATIONS (4 cr.)	
COLL101	Foundations for Success	
COLL211	Capstone for Mathematics, Physical Sciences, and Engineering	
GER	COMMUNICATION (6 cr.)	
ENGL101	English Composition I	
ENGL102	English Composition II	
GER	HUMANITIES* (3 cr.)	
GER	MATH & SCIENCE ELECTIVES (12 cr.)	
CHEM110	College Chemistry I (4 cr)	CHEM120 General Chemistry I
MATH113	Calculus I (4 cr)	MATH122 Calculus I
MATH114	Calculus II (4 cr)	MATH221 Calculus II
GER	TECHNOLOGY (3 cr.)	
COMS114	Introduction to Computer Science I	CST111 Fundamentals of Programming I
GER	SOCIAL SCIENCE* (6 cr.)	
REQ	REQUIRED COURSES (26 cr.)	
CHEM112	College Chemistry II (4 cr)	CHEM121 General Chemistry II
CHEM210	Organic Chemistry I (5 cr)	CHEM230 Organic Chemistry I CHEM232 Experimental Organic Chemistry I
CHEM212	Organic Chemistry II (5 cr)	CHEM231 Organic Chemistry II CHEM233 Experimental Organic Chemistry II
MATH213	Calculus III (4 cr)	MATH222 Calculus III (not required of Chem or Biochem majors at MSU)
PHYS120	Physics I with Calculus (4 cr)	PHYS191 University Physics I
PHYS121	Physics II with Calculus (4 cr)	PHYS192 University Physics II

Blue shading indicates the gen ed requirements at Sussex County Community College (gen ed transfers as a package)

A maximum of 60 total credits are allowed to transfer according to NJTransfer.

Students in the MSU major sequence in Chemistry take a Descriptive Inorganic Chemistry Course in their 2nd year.

Students in the MSU major sequence in Biochemistry take an Introductory course in Cell/Molecular Biology in their 2nd year.



Office of the Registrar
Sussex A.S. Science/Math:
Geology Option

Catalog Date:
 UG13
 Effective Date:
 7/1/13

Course Requirements to transfer into: Geoscience Major at MSU

SUSSEX PROGRAM REQUIREMENTS		MONTCLAIR COURSES
SUSSEX GEN ED		
COLL	COLLEGE FOUNDATIONS (4 cr.)	
COLL101	Foundations for Success	
COLL211	Capstone for Mathematics, Physical Sciences, and Engineering	
GER	COMMUNICATION (6 cr.)	
ENGL101	English Composition I	
ENGL102	English Composition II	
GER	HUMANITIES* (3 cr.)	
GER	MATH & SCIENCE ELECTIVES	
MATH113	Calculus I	MATH122 Calculus I
MATH114	Calculus II	MATH221 Calculus II
GER	TECHNOLOGY (3 cr.)	
COMS110	Computer Concepts & Applications	
GER	SOCIAL SCIENCE (6 cr.)	
GEOG105	Cultural Geography	
	Social Science Elective*	
REQ	GEOLOGY REQUIRED COURSES (24 cr.)	
CHEM110	College Chemistry I	CHEM120 General Chemistry I
CHEM112	College Chemistry II	CHEM121 General Chemistry II
GEOL101	Physical Geology	EAES105 Physical Geology
GEOL110	Historical Geology	EAES240 Historical Geology
PHYS110	Physics I and	PHYS193 College Physics I
PHYS112	Physics II	PHYS194 College Physics II
	or	or
PHYS120	Physics with Calculus I and	PHYS191 University Physics I
PHYS121	Physics with Calculus II	PHYS192 University Physics II

Gen ed, indicated in blue shading, transfers as a package.

A maximum of 60 total credits are allowed to transfer according to NJTransfer.

Substitution of MATH111 for MATH112 is permitted but requires the approval of the MSU math department.



MONTCLAIR STATE
UNIVERSITY

Office of the Provost and
Vice President for Academic Affairs

Voice: 973-655-4382

Fax: 973-655-7647

July 7, 2014

Prof. Peter Schoch
Interim Dean of Mathematics,
Science, Business and Law
Sussex County Community College
One College Hill Road
Newton, New Jersey 07860

Dear Prof. Schoch:

As you are aware, slight amendments were needed to the recently signed Transfer Articulation Agreement between Sussex County Community College and Montclair State University for the A.S. degree in Mathematics and Science programs and the B.S. and B.A. degrees in Sciences and Mathematics programs.

To that end, enclosed please find two copies of the amendments to the agreement, signed by President Susan A. Cole, on behalf of Montclair State University.

Please have President Mazur sign both copies on behalf of Sussex County Community College, retain the original for your records, and return the other to my attention at the address below:

1 Normal Avenue, CO 346
Montclair, NJ 07043

We appreciate your assistance with this request and should you have any questions, please feel free to call my office at (973) 655-4383.

Sincerely,

Joanne Coté-Bonanno, Ph.D.
Associate Provost for Academic
Programs and Assessment

JCB:br

Enclosure

cc: R. Prezant
L. Schneemeyer

FIRST AMENDMENT TO AGREEMENT

This First Amendment is made by and between Montclair State University, a public higher education institution organized under the laws of the State of New Jersey with a location at 1 Normal Avenue, Montclair, NJ 07043 ("MSU" or "University") and Sussex County Community College ("SCCC"), a public higher education institution organized under the laws of the State of New Jersey.

WHEREAS, MSU and SCCC wish to amend the Transfer Articulation Agreement ("Agreement" or "Contract") to incorporate the terms of this First Amendment, for which the mutual exchange of consideration is hereby acknowledged;

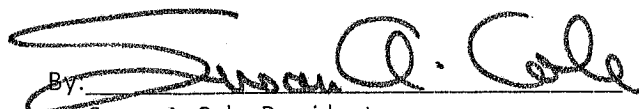
NOW THEREFORE, MSU and SCCC agree to amend the Agreement to add the following:

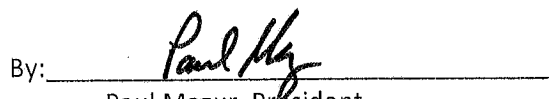
1. Paragraph B.4.a is revised to delete the second sentence in its entirety and replace it with the following: "Admission to a BS program with a major in Computer Science requires a 3.0 grade point average and a minimum grade of B in both MAT 280 and 281, Calculus I and II, and in Biology, requires a 3.0 grade point average. Admission to a BS program with an A.S. degree in all other programs identified by this Agreement requires a minimum grade point average of 2.75."
2. In the event there is any conflict between the terms of this First Amendment and the Agreement, the terms of the First Amendment shall control.

Agree to and accepted this 26th day of June, 2014 by:

Montclair State University

Sussex County Community College

By: 
Susan A. Cole, President

By: 
Paul Mazur, President