MEMORANDUM OF AGREEMENT BETWEEN
DEFENSE ACQUISITION UNIVERSITY AND
CLARK STATE COMMUNITY COLLEGE

Introduction:

A Memorandum of Agreement formally recognizes that Clark State Community College (CSCC) and the Defense Acquisition University (DAU) will cooperate in providing educational opportunities for currently enrolled and potential students of their institutions. This agreement requires a commitment by both institutions to facilitate the transfer of DAU course credits (credit equivalencies) that have been certified by the American Council on Education (ACE) toward CSCC College degree or certificate programs without jeopardizing the intended mission and stated goals of either institution.

Purpose:

An agreement defines a structure through which articulation on all levels can be supported. This agreement is specifically designed to allow for maximum transfer of credit and a seamless transition for students. This agreement may be amended as needed for a specific program or course by course articulation without affecting the intention of the Memorandum of Agreement. Clark State Community College and DAU agree to review the agreement and relevant transfer tables annually. Clark State Community College will honor the input from DAU so that the most efficient transfer possible may be achieved, consistent with applicable standards. Both DAU and CSCC will designate an individual to serve as a liaison for the purpose of monitoring this agreement. Clark State Community College will provide updated catalogs annually upon availability to the liaison representative at DAU. Defense Acquisition University will provide Clark State Community College an updated listing of all new ACE reviewed courses and the ACE recommendations annually, upon availability. Either party reserves the right to terminate, after 60 days prior notice, the articulation agreement when the interest of that party so dictates, subject to taking all reasonable efforts to ensure that existing students are not adversely impacted in completing their programs of study. Every effort will be made by either party to give 60 days notice prior to effective date of termination and to complete the then-current programs year.

Services Provided to DAU Students by Clark State Community College:

1. Students from DAU will be granted admission to CSCC based on satisfaction of admissions requirements stated in the CSCC Catalog.
   a. Applications may be completed and submitted to the Admissions Office, 120 Sara T. Landess Technology and Learning Center or submitted on the CSCC website, http://www.clarkstate.edu
   b. Students shall be accepted in the college after their completed application has been received by the Admissions Office. Applicants are notified of their acceptance within 28 days of the Admissions Office receiving their application.
   c. Students with previous college level credit need to forward official transcripts to the Admissions Office. Upon receiving the transcripts, ACE
credit from DAU (DAU Course Catalog) will be reviewed for transfer into Clark State Community College.

2. Clark State Community College will provide advising services to DAU students seeking information on pursuing their degree with CSCC.

3. Students seeking credit for DAU courses not already reviewed by ACE can ask the appropriate CSCC dean to review the course for possible transfer or articulation. If the course is not approved as equivalent to a CSCC course for all students, the student can use the portfolio process at CSCC to pursue possible credit. The portfolio process allows the student to combine life experiences along with the DAU course as a way of demonstrating equivalent knowledge and skills. Portfolios are evaluated by CSCC to determine if credit should be granted

**Services Provided to Clark State Community College by DAU:**

1. Defense Acquisition University will assist CSCC in the distribution of information regarding transfer opportunities to DAU students.

2. DAU does not favor one university over another or officially endorse a particular program or university. However, DAU will place information on the Clark State Community College partnership on the DAU website to make the information regarding Clark State Community College programs available as a resource to those members of the DoD AT&L workforce who seek professional educational advancement. DAU will update information on the homepage as changes occur.

Clark State Community College or DAU may use the other party’s name or logo in published materials (e.g., website and catalog) to reference this agreement or contact information/links to the others party. Content and text of all promotional information must be approved by each party prior to release.

No agreements concerning the transfer or exchange of any asset of either party is intended or implied by this memorandum. Clark State Community College and DAU are separate and independent institutions of higher education and by this agreement both will continue to operate as separate institutions.

The administrators of CSCC and DAU are authorized to sign, prepare and implement plans of action and procedures necessary to effect this agreement.

\[\text{Carl D. Hayden} \quad \text{(date)} \]
\[\text{Acting Dean} \]
\[\text{Defense Acquisition University} \]
\[\text{Midwest Region} \]

\[\text{Karen E. Rafinski, Ph.D} \quad \text{(date)} \]
\[\text{President} \]
\[\text{Clark State Community College} \]
Appendix A
Clark State Community College

Clark State Community College offers Associate of Arts (AA) and Associate of Science (AS) degrees as well as the following technical degrees: Associate of Applied Business (AAB), Associate of Applied Science (AAS) and Associate of Technical Studies (ATS). A student with an AA or AS degree may transfer these courses to a baccalaureate program. Although many courses from the technical programs are transferable, these programs are designed primarily as pre-employment programs. The specific technical programs are listed below.

**Agriculture Technologies**
- Agricultural Business Technology AAB
- Agricultural Engineering Technology Option AAS
- Horticultural Industries Technology
  - Golf Course Operations Option AAS
  - Landscape Design Option AAS
  - Nursery Operations Option AAS
  - Turf and Landscape Operations Option AAS

**Business Technologies**
- Accounting Technology AAB
- Broadcast Captioning/CART Option AAB
- Computer Networking Option AAB
  - Advanced Computer Networking Option AAB
  - Technical Systems Support Option AAB
- Computer Software Development AAB
- Graphic Design Technology AAB
- Judicial Reporting AAB
- Paralegal Technology (1st year) AAB
- Management Technology AAB
  - Logistics and Supply Chain Management Option AAB
  - Marketing and E-Business Option AAB
- Office Administration Technologies
  - Medical Office Administration AAB
  - Professional Office Administration AAB

**Engineering Technologies**
- CAD Drafting Technology AAS
- Engineering Transfer AS
- Industrial Technology AAS
- Manufacturing Engineering Technology AAS
- Mechanical Engineering Technology AAS

**Health and Human Services Technologies**
- Early Childhood Education AAS
- Early Childhood Education
  - Administration Option AAS
- Early Elementary Paraprofessional AAS
- Emergency Medical Services/Paramedic Technology AAS
- Medical Laboratory Technology AAS
- Nursing Transition LPN to RN AAS
- Physical Therapist Assistant Technology AAS
- Registered Nursing Technology AAS
- Registered Nursing – Evening Technology AAS
- Social Services Technology AAS

**Public Services Technologies**
- Criminal Justice Technology AAS
  - Basic Police Officer Training AAS
  - Criminal Justice AAS
  - Corrections Technology AAS

**Certificate Programs**
- Accounting
- Computer-Aided Design Certificate
- Electrical Maintenance Certificate
- Management Certificate
- Manufacturing Certificate
- Multi-Skilled Health Care Certificate
- Photography
- Practical Nursing Certificate

**Departmental Certificates**
- Chemical Dependency
- Communications Certificate
- Computer Software
- Development/Programming Certificate
- Customer Service Certificate
- Early Literacy Development Certificate
- Early Childhood Administration Certificate
- Electrocardiography Certificate
- Electronics Certificate
- EMT-Basic Certification
- EMT-Intermediate Certification
- Logistics and Supply Chain Management Certificate
- Machine Transcription Certificate
- Marketing E-Business Certificate
- Medical Coding Certificate
- Medical Transcription Certificate
- Microsoft Database Administration/Network Certificate
- Microsoft Database Administration/Programming Certificate
- Network Administration Certificate
- Network Infrastructure Certificate
- Nurse Aide Training Certificate
- Oracle Database Management Certificate
- Paramedic Certification
- Paramedic Certification for RN
- Patient Care Technician Certificate
- Phlebotomy Certificate
- Security Wireless Certificate
- Small Business Certificate
- Supervisory Certificate
- Systems Analysis Certificate
- Technical Support Certificate
- Theatre Arts Administration Certificate
- Web Services Certificate
Associate of Technical Studies

Clark State also offers an Associate of Technical Studies degree if your career needs are not met by one of our technical degree programs. The flexibility of this program permits you to work with an advisor to construct an interdisciplinary degree program from present course offerings. The program may include courses from more than one technology based on your specific goals.

To pursue an Associate of Technical Studies, you need to apply prior to completing 60 credit hours. You can apply at any division office. An advisor will be assigned to work with you to devise a specific program, which must then be approved by the divisional administrator.

An Associate of Technical Studies program must contain at least 21 credit hours of basic courses, 23 credit hours of non-technical courses, 45 credit hours of technical courses and 9 credit hours of electives.
Appendix B
Clark State Community College
And Defense Acquisition University
Featured Transfer Table
Associate of Applied Business-Logistics and Supply Chain Management

As indicated in the Memorandum of Understanding between Defense Acquisition University and Clark State Community College, Clark State will review all incoming DAU transcripts and course credits for the evaluation of the maximum transfer of credit permitted. There are numerous opportunities for transfer credit approval; the courses itemized below are an actual example of the course equivalencies for the Clark State Community College, Logistics and Supply Chain Management program.

<table>
<thead>
<tr>
<th>Course Code (DAU)</th>
<th>Course Name</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CON120</td>
<td>Mission Focused Contracting</td>
<td>4</td>
</tr>
<tr>
<td>LSC210</td>
<td>Purchasing and Supply Management</td>
<td></td>
</tr>
<tr>
<td>LOG101</td>
<td>Acquisition Logistics Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>LSC220</td>
<td>Logistics and Physical Distribution</td>
<td></td>
</tr>
</tbody>
</table>