

MEMORANDUM OF UNDERSTANDING

BETWEEN

STATE UNIVERSITY OF NEW YORK AT COBLESKILL

STATE UNIVERSITY OF NEW YORK EMPIRE STATE COLLEGE

August 2019

I. General Statement of Purpose

This document establishes a formal Memorandum of Understanding for five pathways between the following programs: I) SUNY Cobleskill's **Bachelor of Business Administration (BBA)** degree program and SUNY Empire State College's (ESC) **Master of Business Administration (MBA) in Business Management** graduate degree program;

II) SUNY Cobleskill's **Bachelor of Business Administration Financial Services (BBA)** degree program and SUNY Empire State College's (ESC) **Master of Science in Finance**;

III) SUNY Cobleskill's **Bachelor of Technology in Information Technology (BT)** degree program and SUNY Empire State College's (ESC) **Master of Science in Information Technology**;

IV) SUNY Cobleskill's **Bachelor of Science Applied Psychology (BS)** degree program and SUNY Empire State College's (ESC) **Master of Arts in Work and Labor Policy**; and

V) SUNY Cobleskill's **Bachelor of Science Applied Psychology (BS)** degree program and SUNY Empire State College's (ESC) **Master of Business Administration (MBA) in Business Management** graduate degree program, **HR track**

The purpose is to facilitate the admission of qualified SUNY Cobleskill Bachelor degree recipients into SUNY Empire State College's Master's degree program through **two pathways**:

1) cross-registration of SUNY Cobleskill Bachelor students into 9 credits of SUNY ESC graduate coursework and

2) jointly agreed upon accelerated Bachelor's to Master's pathways.

II. Requirements and Terms

A. Cross-Registration Pathway

SUNY Cobleskill Bachelor students who have successfully completed at least 75-credits of coursework, have a cumulative GPA of 3.0 or above, and have SUNY Cobleskill department chair and SUNY ESC division chair approval may cross register for up to 9 credits of SUNY Empire State College course coursework from the following list:

I) SUNY Cobleskill's **Bachelor of Business Administration (BBA)** degree program and SUNY Empire State College's (ESC) **Master of Business Administration (MBA) in Business Management** graduate degree program:

- **MGMT 6050** Operations Management
- **MGMT 6020** Leadership and Organizational Behavior
- **MGMT 6025** Strategic Perspectives of Global Management
- **Either MGMT 6030** Management Information Systems **or MGMT 6035** Global E- Commerce Strategies

- **MGMT 6045** Global Leadership Competencies
 - **MGMT 6040** High Performance Management
- II) **SUNY Cobleskill's Bachelor of Business Administration (BBA) Financial Services degree program and SUNY Empire State College's (ESC) Master of Science in Finance:**
- **MGMT 6005** Financial Management
 - **FSMA 6010** Quantitative Methods in Finance
 - *Either* **FSMA 6050** Financial Analysis and Control *or* **MGMT 6065** Economics for Global Managers *or* **MGMT 6075** International Financial Management
- III) **SUNY Cobleskill's Bachelor of Business of Technology in Information Technology degree program and SUNY Empire State College's (ESC) Master of Science in Information Technology:**
- **INFT 6127** Information Technology in Organizations
 - **INFT 6132** Advanced Networking and Telecommunications
 - **INFT 6137** Enterprise Systems Architecture
 - **INFT 6142** Computer Systems Security
- IV) **SUNY Cobleskill's Bachelor of Science Applied Psychology degree program and SUNY Empire State College's (ESC) Master of Arts in Work and Labor Policy**
- **LABR 6015** History of Labor and Policy
 - **LABR 6020** Current Issues Facing Labor
 - **PPOL 6020** Research Methods
 - **LABR 6025** Labor Relations Management
- V) **SUNY Cobleskill's Bachelor of Science Applied Psychology degree program and SUNY Empire State College's (ESC) Master of Business Administration (MBA) in Business Management graduate degree program, HR track**
- **MGMT 6040** High Performance Management
 - **MGMT 6020** Leadership and Organizational Behavior
 - **MGMT 6025** Strategic Perspectives of Global Management
 - **MGMT 6030** Management Information Systems

B. Combined Bachelor to Master's Pathway

I. SUNY Cobleskill and SUNY ESC have jointly developed combined BBA-MBA, BS-MBA, BBA-MS; BS-MA, and BT-MSIT pathways.

II. These combined Bachelor to Master pathways will adhere to the following principles:

1. SUNY Cobleskill students will be able to apply for the combined accelerated pathway program when they successfully complete **60-credits** of undergraduate coursework. Prerequisite courses that need to be completed with a B or better prior to acceptance include:
 - a. For pathways with the **MBA**: Micro Economics, Macro Economics, Statistics and Accounting as outlined on the attached guide sheets.
 - b. For pathways with **MS Finance**: Statistics and Accounting as outlined on the attached guide sheets
 - c. For pathways with **MSIT**: A course in computer programming, and a course in computer networks as outlined on the attached guide sheets
2. Students must have earned a cumulative **GPA of 3.2** or above at the time of application to the **accelerated pathway**.

3. Active SUNY Cobleskill students applying to Bachelor to Master pathway will have the following standard admission requirements **waived**:
 - a. Application fee
 - b. Application essay
 - c. Letters of recommendation
 4. In order to maintain standing in the accelerated pathway, students must maintain a **GPA of 3.0 or above** through completion of the Bachelor degree. Student who do not have a 3.0 GPA at the completion of the Bachelor will be dropped from the accelerated pathway. However, students who are dropped from the program may apply to the SUNY ESC graduate program through the traditional admissions process.
 5. Undergraduate students enrolled in the accelerated pathway will **cross-register for 12 credits of graduate coursework**, at the SUNY undergraduate tuition rate, at SUNY ESC during their junior and senior years. The four co-registered courses may include those identified in the relevant accelerated pathway schedule. These four courses will meet the requirements for four courses within the Bachelor program, per the attached guide sheets.
 6. Upon completion of the Bachelor's degree, students will matriculate with SUNY ESC as their home institution to complete the graduate master degree program portion of the accelerated pathway.
 7. Students will provide SUNY Empire with a final transcript listing degree posted and cumulative GPA for the Bachelor degree program.
 8. Students in a combined pathway will have both an undergraduate SUNY Cobleskill advisor and a graduate SUNY ESC advisor.
- C. **SUNY Cobleskill students will cross-register** in SUNY ESC graduate courses using the process outlined in the *Policy and Guidance: Cross Registration of Full-time Students* (attached.)
- D. SUNY Cobleskill and SUNY ESC will develop procedures for notification of the partner institution for any action taken by one institution that impacts a student's standing in either institution (e.g. violation of an academic or student conduct policy that results in probation or dismissal).
- E. **SUNY Cobleskill will collect payment from SUNY Cobleskill Bachelor students** cross registering into SUNY ESC master's courses through either of this MOU's pathways and **share revenue** equal to the SUNY undergraduate tuition rate for each student-course enrollment with SUNY ESC.
- F. Per SUNY's 2013 cross registration guidance, SUNY Cobleskill, as the undergraduate home institution, will be responsible for packaging financial aid in accordance with federal and state agency requirements while students are matriculated undergraduates. SUNY ESC will be responsible for packaging financial aid in accordance with federal and state agency requirements once students have successfully completed their **Bachelor's** degree with SUNY Cobleskill and matriculated as graduate students with SUNY ESC.
- G. Any currently matriculated SUNY Cobleskill student or recent alumnus/a is eligible for a graduate application fee waiver, if s/he applies to a SUNY ESC graduate degree or certificate program while matriculated in a SUNY Cobleskill Bachelor's Degree program or within one year of graduating from a SUNY Cobleskill bachelor's degree program. SUNY Empire State College will provide SUNY Cobleskill with an application fee waiver code. SUNY Cobleskill may disseminate the waiver code via intranet pages, email, or other modes of distribution that are accessible only to eligible students/alumni. SUNY Cobleskill students/alumni must enter the code upon submission of their online application for admission. The code cannot be applied at a later time.

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III. Benefits and Advantages

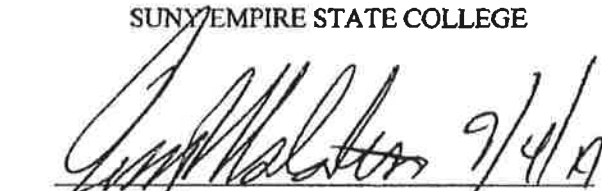
- A. Admission to SUNY Empire State College's Master's degree program which prepares students for related professional careers.
- B. To attract qualified students to both institutions who wish to pursue a Master degree which will prepare graduates with competencies needed for advanced positions in their field.


IV. Review and Revision of this Memorandum of Understanding

This agreement will be in effect for 5 years and may be renewed by entering into a new agreement. Should either party desire to terminate this agreement, notification will be given to the other party, in writing, no less than six months prior to the proposed date of termination. In the event of a termination of this agreement, each party agrees to offer the coursework required to teach out existing students for the time period indicated in the program discontinuation paperwork submitted to SUNY.

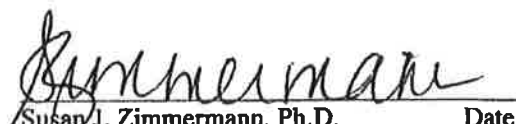
SUNY EMPIRE STATE COLLEGE

SUNY COBLESKILL


James Malatras, Ph.D. 9/4/19
President Date


Marion A. Terenzio, Ph.D. 8/19/19
President Date


Meg Benke Ph.D. 8/28/19
Provost and Executive Vice President
for Academic Affairs Date


Susan J. Zimmermann, Ph.D. Date
Provost and Vice President for
Academic Affairs

Please access the SUNY Cross Registration Policy and application here:

<https://idm.suny.edu/security/login/loginForm.do?redirectUrl=https%3A%2F%2Fwww.suny.edu%3A443%2Fcrossregister%2Findex.xhtml>

Please choose “REQUESTS” and then “new request.”

The FAQ section may be helpful.

What is cross-registration?

Cross-registration occurs when one SUNY institution (the Host institution) provides instruction for a student enrolled in a degree or certificate program at another institution (the Home institution) during the same academic term.