

## **Memorandum of Understanding**

This Memorandum of Understanding (“MOU”) is hereby entered into by and between the Board of Regents of the University System of Georgia by and on behalf of Columbus State University (“CSU”) and Columbus Technical College (“CTC”) (collectively referred to as the “Parties”).

### **Recitals**

**WHEREAS**, CSU is an institution of higher learning;

**WHEREAS**, CTC is an institution of higher learning;

**WHEREAS**, the parties desire to collaborate on the creation of a systematic and positive transfer culture and precise transfer pathways for in-demand degrees which will contribute to the economic vitality of Columbus, Georgia and its service region as a regional talent hub;

**NOW, THEREFORE**, intending to be legally bound, the Parties mutually agree as follows:

### **I. Mutual Terms and Conditions**

A. This MOU shall be effective when fully executed by both Parties and shall run concurrently with CSU’s fiscal year, beginning July 1, 2023 through June 30, of each successive year thereafter. The Parties may renew this MOU by executing an annual renewal letter. Each Renewal Term will run July 1 to June 30 of the following year. Either party may terminate this MOU by giving the other prior written notice of termination of not less than thirty (30) days.

B. The parties mutually agree to the following:

#### **i. A Strategic Transfer Excellence Plan: Columbus for the Win**

The parties agree to collaborate on the creation of a systematic and positive transfer culture and precise transfer pathways for in-demand degrees. This will contribute to the economic vitality of Columbus, Georgia, and its service region as a regional talent hub. To realize this vision, the parties commit to the following actions:

- a. To develop a transformational transfer model that meets the needs of our community’s citizens and employers.
- b. To cooperate on student recruiting and advising.
- c. To leverage the resources of both institutions to enable more Columbus residents to fully engage with higher education opportunities.
- d. To practice a continuous improvement model to ensure the partnership lives up to its potential.

#### **ii. A Transformational Transfer Model: The Best of Both Worlds**

Students will benefit from the joint efforts of the parties. Through this collaboration, students will know exactly how they can meet their educational and career goals in an environment that addresses their needs and demonstrates their value to each institution and the success of the region. They will benefit from clearly articulated course transfer policies and well-defined academic transfer pathways leading to bachelor’s degrees in eight high demand career areas:

- a. Business and Human Resource Management
- b. Criminal Justice
- c. Elementary Education
- d. Exercise Science
- e. Health Science
- f. Information Technology
- g. Nursing
- h. Robotics Engineering

Details of the course transfer equivalencies and transfer policies can be found at the end of this MOU.

**iii. Admissions and Advising Partnership: Working Together to Serve Students Effectively**

The parties will collaborate as partners in the recruitment, admissions, and academic advising process. By working together, we will help more Columbus area citizens realize their educational and career goals. The institutions will work together to share information about the partnership and recruit students. CTC associate degree holders will be guaranteed admission to CSU, regardless of when they earned their associate degree. Academic advisors from CTC and CSU will work together to develop four-year program maps that guide student course selection, enabling timely completion of a bachelor's degree while minimizing the loss of credit.

**iv. Leverage the resources of both institutions to enable more Columbus residents to fully engage in higher education**

Resources from both institutions will be utilized to create a smooth and seamless student experience starting from the time of recruitment to the successful award of an associate degree, on through to the completion of a bachelor's degree. Notable elements of this partnership include the following:

- a. CSU will guarantee admission to CTC associate degree graduates regardless of when the associate degree was completed.
- b. CTC students who pay the applicable charges will have the opportunity to access CSU's Student Recreation Center, live in CSU student housing, and participate in CSU intramural programs.
- c. CTC and CSU will collaborate to create opportunities to connect student clubs and organizations across institutions.
- d. CTC and CSU will work together to create field trips, study abroad opportunities, and internship opportunities for students enrolled at both institutions.

**v. Practice a continuous improvement model to ensure the partnership lives up to its potential.**

Both parties are committed to pursuing continuous improvement of their programs and services. Members from both CTC and CSU will meet regularly to monitor and adjust their processes, services, and programs to ensure their effectiveness.

vi. **Regular review of the agreement.**

The parties agree that the terms of this agreement will be reviewed annually and updated as needed.

II. **Notices**

- C. Any notice required to be given under this MOU shall be given in writing and delivered (1) in person with documentation of receipt; (2) by facsimile or via email with documentation of delivery; or (3) by certified mail, return receipt requested, postage prepaid and addressed to each party's designated contact, identified below, or such other person a party may subsequently designate in writing. A notice shall be deemed effective when received.

**For CSU:**

Dr. Tim Howard  
Office of the Provost  
4425 University Ave  
Columbus, GA 31907

**For CTC:**

Dr. David Kuipers  
Vice President of Academic Affairs  
928 Manchester Expressway  
Columbus, GA 31904

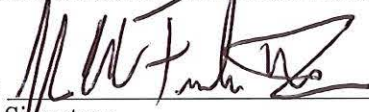
III. **General Provisions**

- D. **Relationship of the Parties:** No employment relationship shall be established on the basis of the mutual agreement and obligations of the parties under the terms of this MOU. This MOU does not create a joint venture, partnership, employment, or agency relationship between CSU and CTC.
- E. **FERPA:** To the extent that certain records may be created or shared between the Parties which are deemed to constitute "education records" it is agreed that such records are subject to the protections of the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C.S. §1232(g), and that each Party shall strictly abide by FERPA's requirements.
- F. **Jurisdiction and Venue:** In the event that any litigation or other legal proceedings shall arise under or in connection with this MOU, such litigation or other legal proceeding shall be conducted in the state courts located within Fulton County, Georgia.
- G. **Statement of Non-discrimination:** The parties mutually agree that in the performance of the Contract they will not discriminate or permit discrimination against any person or group of persons on the basis of gender, disability, race, color, religion, national origin, or in any other manner prohibited by the laws of the United States or the State of Georgia or the policies of CSU.
- H. **Sovereign Immunity:** Neither CSU nor CTC is not authorized to waive sovereign immunity and may not agree to indemnify or hold harmless another party against complaints by third parties arising out of the program activities outlined in this MOU. Both parties will assume responsibility for its own activities and the conduct of its employees acting in the course and scope of their employment.

- I. **Compliance with Applicable Laws.** It is understood and agreed that nothing contained in the Contract or any related contract shall require CSU to violate any of its policies or any laws of the United States or the State of Georgia. CTC shall not discriminate against any person by reason of race, color, gender, age, religion, disability, veteran's status, sexual orientation or national or ethnic origin in connection with any aspect of its performance hereunder, and will immediately report any known or suspected Title IX sexual harassment to University PUO.
- J. **Entire Agreement:** The terms and conditions set forth herein constitute the entire Agreement and understanding of the parties with respect to this Memorandum and supersede all previous understandings and agreements between the parties, whether oral or written. Neither party intends for the MOU to alter in any way their respective legal rights or their legal obligations to one another or to any third party.
- K. **Severability:** If any term, provision, covenant or restriction of this Agreement is held by a court of competent jurisdiction to be invalid, illegal, void or unenforceable, the remainder of the terms, provision, covenants and restrictions set forth herein shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
- L. **Waiver:** Failure to exercise, or any delay in exercising, any right or remedy provided under this Agreement or by law shall not constitute a waiver of that or any other right or remedy.
- M. **Modification.** No modification, amendment, addition to, or waiver of the provisions of this Agreement shall be valid or enforceable unless made in writing and signed by both of the parties.
- N. **Governing Law.** This Agreement shall be governed by the laws of the State of Georgia.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be entered into and executed by their respective duly authorized officers.

**BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF  
GEORGIA BY AND ON BEHALF OF  
COLUMBUS STATE UNIVERSITY**

By:   
Signature

Dr. John Fuchko  
Interim President

Date: May 30, 2023

**COLUMBUS TECHNICAL COLLEGE**

By:   
Signature

Dr. Martha Ann Todd  
President

Date: May 30, 2023

## Appendix I. Course Equivalencies

CTC Course	CSU Credit Awarded
ACCT 1100 Financial Accounting I	No direct equivalent; transfers as general elective (Footnote 1)
ACCT 1105 Financial Accounting II	ACCT 2101 Principles of Accounting I
ALHS 1090 Med Term/ Allied Health Scienc	No direct equivalent but count in lieu of ITDS 2106 in the BS Health Science and BS Kines, Ex. Sci. Concentration
ALHS 1111 Pathophysiology	No direct equivalent but count in Area H in the BS Health Science
ALHS 1112 Wellness	KINS 1106 Lifetime Wellnes
ALHS 1113 Intro to Health Prof.	HESC 1105 Intro to Health Professions
ALHS 1114 Applied Nutrition	HESC 2125 Applied Nutrition
ALHS 1115 Fitness for Life	PHED 1*** Fitness for Life
ALHS 1120 Info Resources in Health Prof	No direct equivalent; transfers as general elective (Footnote 1)
ARTS 1101 Art Appreciation	ARTH 1100 Art Appreciation
BIOL 1111 Biology I	BIOL 1215K Principles of Biology Lec
BIOL 1111L Biology I Lab	BIOL 1215K Principles of Biology Lab
BIOL 1112 Biology II	BIOL 1*** Biology II
BIOL 1112L Biology II Lab	BIOL 1*** Biology II Lab
BIOL 2110 Special Topics in Biology	BIOL 2*** Special Topics in Biology
BIOL 2113 Anatomy & Physiology I	BIOL 2251K Anatomy & Physiology I Lecture
BIOL 2113L Anatomy & Physiology Lab I	BIOL 2251K Anatomy & Physiology I Lab
BIOL 2114 Anatomy & Physiology II	BIOL 2252K Anatomy & Physiology II Lecture
BIOL 2114L Anatomy & Physiology Lab II	BIOL 2252K Anatomy & Physiology II Lab
BIOL 2117 Introductory Microbiology	BIOL 2260K Foundations of Microbiology Lecture
BIOL 2117L Intro Microbiology Lab	BIOL 2260K Foundations of Microbiology Lab
BIOL 2120 Rsch Mthds in Biol	BIOL 2*** Rsch Mthds in Biol
CHEM 1151 Survey of Inorganic Chemistry	CHEM 1151 Survey of Chemistry I
CHEM 1151L Survey of Inorganic Chemistry Lab	CHEM 1151L Survey of Chemistry I Lab
CHEM 1152 Survey of Organic Chemistry and Biochemistry	CHEM 1152 Survey of Chemistry II
CHEM 1152L Survey of Organic Chemistry and Biochemistry Lab	CHEM 1152L Survey of Chemistry I Lab
CHEM 1211 Chemistry I	CHEM 1211 Principles of Chemistry 1
CHEM 1211L Chemistry I Lab	CHEM 1211L Principles of Chemistry 1 Lab
CHEM 1212 Chemistry II	CHEM 1212 Principles of Chemistry 2
CHEM 1212L Chemistry II Lab	CHEM 1212L Principles of Chemistry 2 Lab
CIST 1001 Computer Concepts	CPSC 1105 Intro to Computing Principles and Technology

CIST 1210 Intro to Oracle Databases 4) WITH CIST 1220 Structured Query Language (4)	CPSC 3131 Database Systems I
CIST 1305 Program Design & Development	CPSC 1301K Computer Science
CIST 1401 Computer Networking Fundamentals	CYBR 2159 Fundamentals of Computer Networks
CIST 1510 Web Development I (3) WITH CIST 2571 Open Source Web Applic Prog II (4)	CPSC 2125 Internet Programming
CIST 1601 Information Security Fund WITH CIST 1602 Security Policies and Procedures	CYBR 2160 Intro to Info Security
CIST 1602 Security Policies & Procedures	CPSC 1*** Security Policies & Procedures
CIST 2120 Supporting Appl Sftwr	CPSC 2*** Supporting Appl Software
CIST 2121 Compre Sprdsht Tech	CPSC 2*** Compre Sprsht Tech
CIST 2127 Compre Word Proc Tech	CPSC 2*** Compre Word Proc Tech
CIST 2128 Compre Sprdsht Tech	CPSC 2*** Compre Sprdsht Tech
CIST 2129 Compre Database Tech	CPSC 2*** Compre Database Tech
CIST 2311 Visual Basic I (4) WITH CIST 2312 Visual Basic II (4)	CPSC 3118 Graphical User Interface Development
CIST 2361 C++ Programming I	CPSC 2*** C++ Programming I
CIST 2371 Java Programming I (4) WITH CIST 2372 Java Programming II (4)	CPSC 1302K Computer Science II
CIST 2381 Mobile Application Development	CPSC 4130 Mobile Computing
CIST 2385 Android Mobile Programming	CPSC 4130 Mobile Computing
CIST 2386 iOS Mobile Programming	CPSC 4130 Mobile Computing
CIST 2388 Cross-Platform Mobile Programming	CPSC 4130 Mobile Computing
CIST 2411 Microsoft Client	CPSC 2*** Microsoft Client
CIST 2413 Microsoft Server Infra	CPSC 2*** Microsoft Server Infra
CIST 2441 Network Home & Small Business	CPSC 2*** Network Hone & Small Business
CIST 2442 Working at Sm/Med Business ISP	CPSC 2*** Working at Sm/Med Business ISP
CIST 2443 Cisco Routing	CPSC 2*** Cisco Routing
CIST 2444 Design & Support	CPSC 2*** Design & Support
CIST 2451 Introduction to Networks	CYBR 2159 Fundamentals of Computer Networks
CIST 2452 Cisco Routing and Concepts	CPSC 2*** Cisco Routing and Concepts
CIST 2453 Scaling Networks	CPSC 2*** Scaling Networks
CIST 2454 CISCO Connecting Networks	CPSC 2*** CISCO Connecting Networks
CIST 2601 Imp Op System Security	CPSC 2*** Imp Op System Security
CIST 2611 ImplemInternet/IntranetFirewal	CPSC 2*** ImplemInternet/IntranetFirewal
CIST 2612 Computer Forensics	CYBR 3119 Fundamentals of Digital Forensics
CIST 2613 Ethical Hacking and Penetration Testing	CYBR 4128 Penetration Testing and Countermeasures
CIST 2620 Computer Security/Corp Fraud	CPSC 2*** Computer Security/Corp Fraud
CIST 2742 Beginning Python Programming	CPSC 1301K Computer Science
COMP 1000 Intro to Computers	CPSC 1105 Intro to Information Tech
CRJU 1010 Intro to Criminal Justice	CRJU 1105 Introduction to Criminal Justice
CRJU 1030 Corrections	CRJU 2106 Survey of Corrections

CRJU 1040 Principles of Law Enforcement	CRJU 2165 Police Organization and Operation
CRJU 1068 Criminal Law for Criminal Justice	CRJU 2145 Criminal Law
CRJU 1400 Ethic&Cultural Persp-Crim Just	CRJU 3136 Criminal Justice Ethics
CRJU 2020 Constitutional Law	No direct equivalent; transfers as general elective (Footnote 1)
CRJU 2050 Criminal Procedure	CRJU 2146 Criminal Procedure and Evidence
CRJU 2060 Criminology	CRJU 2105 Criminology
ECCE 1103 Child Growth & Dev	ELEM 4155 Cog & Lang Dev in Elem Ed
ECCE 2201 Exceptionalities	SPED 2256 Introduction to the Exceptional Learner in General Education
ECON 1101 Prin of Economics	ECON 1*** Prin of Economics
ECON 2105 Marcoeconomics	ECON 2105 Principles of Macroeconomics
ECON 2106 Microeconomics	ECON 2106 Principles of Microeconomics
ENGL 1101 Composition & Rhetoric	ENGL 1101 English Composition 1
ENGL 1102 Literuature and Composition	ENGL 1102 English Composition 2
ENGL 2130 American Literature	No direct equivalent. Counts as Area C Humanities Credit.
HIST 1111 World History I	HIST 1111 World History to 1500
HIST 1112 World History II	HIST 1112 World History since 1500
HIST 2111 U.S. History I	HIST 2111 U.S. History to 1865
HIST 2112 U.S. History II	HIST 2112 U.S. History since 1865
HUMN 1101 Intro to Humanities	No direct equivalent. Counts as Area C Humanities Credit.
MATH 1011 Business Math	MATH 1*** Business Math
MATH 1013 Algebraic Concepts	MATH 1*** Algebraic Concepts
MATH 1015 Geometry and Trigonometry	MATH 1*** Geometry and Trigonometry
MATH 1100 Quantitative Skills&Reasoning	MATH 1*** Quantitative Skills&Reasoning
MATH 1101 Mathematical Modeling	MATH 1101 Intro to Mathematical Modeling
MATH 1103 Quantitative Skills & Reasonin	MATH 1001 Quantitative Skills & Reasonin
MATH 1111 College Algebra	MATH 1111 College Algebra
MATH 1112 College Trigonometry	MATH 1*** College Trigonometry
MATH 1113 Precalculus	MATH 1113 Pre-Calculus
MATH 1127 Intro to Statistics	STAT 1401 Introductory Statistics
MATH 1131 Calculus I	MATH 1131 Calculus w/Analytical Geo I
MATH 1132 Calculus	MATH 1132 Calculus w/Analytical Geo II
MGMT 1100 Principles of Management	MGMT 3115 Principles of Management
MGMT 1105 Organizational Behavior	MGMT 4115 Organizational Behavior
MGMT 1110 Employment Rules and Regulations	No direct equivalent. Count in Area H or Area I in the BBA Mgmt, HR Concentration
MGMT 1111 Employee Comp and Benefits	MGMT 3137 Compensation and Benefits Review
MGMT 1115 Leadership	MGMT 3185 Leadership
MGMT 1120 Introduction to Business	BUSA 2115 Introduction to Business
MGMT 1125 Business Ethics	MGMT 3155 Business Ethics

MGMT 2115 Human Resource Management	MGMT 3135 Human Resource Management
MGMT 2120 Labor Management Relations	MGMT 4135 Labor Relations
MGMT 2125 Performance Management	No direct equivalent. Acceptable as an Area H or Area I elective in the BBA Management
MGMT 2130 Employee Training & Development	MGMT 3138 Employee Training and Development
MGMT 2135 Management Communication Tech	No direct equivalent. Acceptable as an Area H or Area I elective in the BBA Management
MGMT 2210 Project Management	MISM 4165 Project Management
MKTG 1130 Business Reg and Compliance	BUSA 3126 Business Law
MUSC 1101 Music Appreciation	MUSC 1100 Music Appreciation
PHYS 1110 Conceptual Physics	No direct equivalent but approved for Area D Science credit
PHYS 1110L Conceptual Physics Lab	No direct equivalent but approved for Area D Science credit
PHYS 1111 Introductory Physics I	PHYS 1111 Introductory Physics I
PHYS 1111L Introductory Physics I Lab	PHYS 1311 Introductory Physics I Lab
PHYS 1112 Introductory Physics II	PHYS 1112 Introductory Physics II
PHYS 1112L Introductory Physics II Lab	PHYS 1312 Introductory Physics II Lab
POLS 1101 American Government	POLS 1101 American Government
PSYC 1101 Intro to Psychology	PSYC 1101 General Psychology
PSYC 2103 Human Development	PSYC 2103 Lifespan Development Psychology
SFMA 1220 Certified Personal Trainer II	No direct equivalent but count in lieu of Health & Wellness Requirement
SFMA 2110 Health Concepts	HESC 2105 Personal Health
SFMA 2275 Advanced Health Fitness Trainer	No direct equivalent, but count in Area F of the BS Kines, Ex Sci Concentration as "course related to major"
SOCI 1101 Introduction to Sociology	SOCI 1101 Introduction to Sociology
SPCH 1101 Public Speaking	COMM 1110 Communication

## **Appendix II. Transfer Pathways Credit**

Specific details regarding course and program credit in each transfer pathway will be developed and maintained by advising professionals at CTC and CSU. The following general stipulations apply in all pathways:

- A grade of C or better is required for credit in ENGL 1101 and ENGL 1102 at CSU.
- A grade of C or better is required in most of CSU's major related courses; these are specified in the CSU academic catalog but not necessarily listed in this agreement. In such cases a grade of C or better will be required in the corresponding CTC transfer course for it to be counted.
- CSU awards transfer credit for POLS 1101 American Government but CTC students who transfer that course will be required to pass an exam on the Georgia Constitution before they can earn a bachelor's degree from CSU.
- CSU awards transfer credit for HIST 2111 U.S. History to 1865 and HIST 2112 U.S. History since 1865 but CTC students who transfer one of these courses will be required to pass an exam on Georgia history before they can earn a bachelor's degree from CSU.
- All CSU bachelor's degrees require at least 39 semester hours of upper-level credit (numbered 3000 or above). While some courses transferred from CTC are accepted for upper-level CSU courses, those courses cannot be counteracted toward the 39-hour requirement.