Michigan State University
College of Agriculture and Natural Resources Institute of Agricultural Technology
and
Kellogg Community College

CONSORTIUM AGREEMENT
Updated May 1, 2024

Michigan State University's College of Agriculture and Natural Resources ("MSU CANR") and Kellogg Community College, pursuant to this Consortium Agreement (the "Agreement"), agree to provide inter-institutional instructional programs in Food Processing, Technology and Safety Certificate and Associate in Agricultural Science (each a "Program" and collectively, the "Programs"). The specific courses and requirements for the Programs are outlined in Appendices A and B. The inter-institutional understanding includes the following major points:

A.   **Both Parties Desire to Enhance Agriculture, Food and Natural Resources Post-Secondary Education in Michigan and Increase Student Access to Such Educational Opportunities; therefore, MSU CANR and Kellogg Community College shall use reasonable efforts to**:

  1. Engage in an inclusive planning process to enhance post-secondary educational opportunities and student recruitment in the agriculture, food, and natural resources disciplines.
  2. Identify and recruit potential partners and sponsors of agriculture, food, and natural resources programs.
  3. Identify resource needs related to future programming.
  4. Foster connections and partnerships with stakeholders that enhance post-secondary agriculture, food, and natural resources education.

B.   **Certificate Program**

   MSU CANR, with instructional coordination provided by its Institute of Agricultural Technology ("IAT"), will offer coursework that, combined with credits from Kellogg Community College, will allow students to complete a certificate program in Food Processing, Technology & Safety.

  1. MSU will provide students with a schedule of MSU courses needed to complete a certificate in the respective Programs (see Appendix A for MSU courses).
  2. Kellogg Community College will provide the coursework that students must complete in addition to the MSU courses required to earn a certificate in the respective Programs, including developmental and prerequisite coursework, and student tutoring as necessary (see Appendix B for Kellogg Community College courses). Students must earn a minimum grade of 2.0 in all Kellogg Community College courses that are to be transferred to MSU for completion of a certificate program.

C.   **Associate Degree**

  1. Kellogg Community College will offer an Associate in Agricultural Science for those students who wish to add an associate degree to an MSU certificate. Kellogg Community College agrees to accept all MSU Certificate coursework in transfer toward the associate degree where the grade is a 2.0 or better. To be awarded an associate degree at Kellogg Community College, students must complete all required coursework, with at least 15 credits of coursework at Kellogg Community College, and any other program requirements for the associate degree.
  2. MSU CANR will keep its course equivalencies up to date in Transfer MSU (http://transfer.msu.edu/) and will provide Kellogg Community College with curriculum guidelines, as needed, beyond those found in the MSU Academic Programs catalog (https://reg.msu.edu/AcademicPrograms/Default.aspx).
  3. MSU CANR will also keep its transfer course equivalencies with Kellogg Community College up to date on the Michigan Transfer Network (MTN) website (https://www.mitransfer.org/).

D.   Michigan State University College of Agriculture and Natural Resources Program Coordinator

1. MSU CANR agrees to designate a coordinator for the Institute of Agricultural Technology (the "MSU Coordinator") for the purpose of student recruitment, curriculum coordination, workplace internship placements, certificate coursework review, academic advising assistance, support to students participating in the Program and work with the Kellogg Community College-MSU Food Processing, Technology & Safety stakeholder groups.
2. Kellogg Community College shall reimburse MSU CANR 50% of the MSU Coordinator's annual salary and fringe benefits costs. Kellogg Community College shall make the reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. Kellogg Community College agrees that its reimbursement of the MSU Coordinator's annual salary and fringe benefits shall remain in effect for all periods covered by this Agreement.
3. MSU CANR shall be responsible for supervising and evaluating the MSU Coordinator. A representative of Kellogg Community College shall participate in the selection and annual evaluations of the MSU Coordinator; however, MSU CANR shall have final decision-making responsibility.
4. The MSU Coordinator will serve as the academic advisor, for both Kellogg Community College and IAT, to work directly with students in the program and industry partners to establish workplace internships.

E.   Community College Program Representative

1. Kellogg Community College agrees to designate a representative (the "Kellogg Community College Representative") to serve as a single point of contact for the MSU Coordinator and for prospective students in the Programs. The Kellogg Community College Representative, working together with the MSU Coordinator, will coordinate inter-institutional communication and information regarding admissions, enrollment status, course scheduling, and advising.

F.   Kellogg Community College and MSU College of Agriculture and Natural Resources' Institute of Agricultural Technology Admissions, Dual Enrollment, Student Reporting and Financial Aid

1. Institute of Agricultural Technology students shall apply simultaneously for admission to both Kellogg Community College and the IAT Program offered by MSU, permitting them to enroll in the required coursework offered by both institutions. Fundamental to the effective and efficient administration of the Programs is the need to regularly share information, including student records, between Kellogg Community College and MSU. To that end, MSU and Kellogg Community College agree to share academic and other information concerning dually enrolled students for the purpose of administering the Programs. Each institution agrees to comply with applicable law and regulations promulgated under the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. ₴ 1232g et seq. regarding the use and redisclosure of any such records. All dually enrolled students will be notified that Kellogg Community College and MSU will disclose their student records to the other institution.

2. Kellogg Community College will assume the responsibility of processing, awarding, and disbursing financial aid for those students who qualify for aid. Accordingly, Kellogg Community College will be responsible for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, record retention and reporting including the National Student Loan Data System (NSLDS). Both schools shall be responsible for reporting data on the Fiscal Operations Report and Application to Participate (FISAP).

    The guiding operational principle is that Kellogg Community College will act as the home institution and MSU as the host institution for the purposes of delivering financial aid. Aid eligibility will be determined based on the combined enrollment at both institutions.

    Under this Agreement, the responsibility for administering outside scholarships awarded to the student will be a shared arrangement. Generally, outside scholarship funds will be sent to and processed by Kellogg Community College. In most cases, the administration of local promise zones will be processed by Kellogg Community College. Kellogg Community College will be notified of any scholarship that is not processed by Kellogg Community College.

    The MSU Coordinator at Kellogg Community College will provide a list of enrolled students for both MSU and Kellogg Community College to both financial aid offices to ensure that there is no

duplication of aid. Any institutional aid awarded by MSU will be reported to Kellogg Community College as well.

3. The student will be charged tuition and fees by Kellogg Community College for only the Kellogg Community College courses and the student will separately owe tuition and fees charges to MSU at MSU rates for courses taken through MSU. It is the student's responsibility to pay each school respectively. Financial aid refunds received by students through Kellogg Community College must be used to help cover the costs of tuition, fees, room and board, and other educational related expenses for coursework at MSU.

G. Use of Classroom Facilities on the Kellogg Community College Campus (es) for Michigan State University Coursework in the Programs

1. MSU and Kellogg Community College agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of Kellogg Community College, classroom usage fees and equipment (such as those used for Interactive Television or other distance learning technology) may be waived. If there is a need for a classroom facilitator to operate equipment, MSU will be responsible for those charges. MSU courses will be offered during normal operating hours of Kellogg Community College.
2. In the event of campus delays or closure, MSU courses will follow Kellogg Community College operational decisions.
3. The Kellogg Community College Disability Support Services office is available for collaboration on student accommodations, but if there is a need for student accommodations within an MSU course, MSU will be responsible for any charges associated with the accommodations. Kellogg Community College will be responsible for any accommodations and charges associated with accommodations as a part of any Kellogg Community College course.
4. Kellogg Community College will provide access to current technology systems that they use at their college. Systems provided by MSU are MS 365, ZOOM, and D2L. If another system is required for compatibility, an agreement must be developed between MSU and Kellogg Community College prior to implementation.
5. Kellogg Community College will proctor MSU online course exams as needed in the Testing Center at no charge for students that are dually enrolled. Proctoring online courses must occur during Testing Center operational hours.
6. The MSU Coordinator at Kellogg Community College will be provided a computer by MSU. However, the MSU Coordinator will be provided access to the Kellogg Community College authenticated network.

H. Additional Certificate Programs

1. This Agreement serves as the operating agreement for any additional IAT certificate programs as agreed to by both parties. Additional programs will be jointly agreed upon and an additional agreement, or written amendment to this Agreement, will need to be signed before additional programs can be implemented.

I. Program Review & Termination

1. The Programs will be reviewed annually by representatives from both institutions using assessment criteria to be developed by both institutions during the one-year period after the date this Agreement is signed.
2. Either Michigan State University or Kellogg Community College may terminate the Agreement at any time by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, any Kellogg Community College student who has become dually enrolled in one of the Programs prior to termination will be allowed to complete such Program within two (2) years from the date of enrollment, subject to the payment of applicable course fees and compliance with applicable academic regulations.
3. This Agreement is valid for three (3) years from the last dated signature below. Prior to the expiration of this Agreement, the parties may modify, extend, or amend the Agreement in writing signed by authorized signatories of both parties.

Therefore, in support of the Programs, Michigan State University and Kellogg Community College are signatories to this Agreement, which will take effect upon the last dated signature below:

KELLOGG COMMUNITY COLLEGE   **MICHIGAN STATE UNIVERSITY**

Dr. Paul Watson, President   Dr. Thomas D. Jeitschko, Interim Provost and
                                                                              Executive Vice President for Academic Affairs

Tonya Forbes, Vice President of Instruction   Dr. Kelly Millenbah, Dean
                                                                              College of Agriculture and Natural Resources

Dr. Dawn Larsen, Dean, Arts and Sciences   Dr. Jeno Rivera, Director
                                                                              Institute of Agricultural Technology

Dr. Michael Goldin, Chairperson   Anthony Krolak, Associate Director
Department of Math and Science   Office of Financial Aid

                                                                              Lynn Kriser, Associate General Counsel

Appendix A

Michigan State University IAT Food Processing, Technology & Safety Certificate Requirements

The Food Processing, Technology and Safety program prepares graduates for a wide range of employment and career choices. Each student receives personal, one-on-one help in selecting her/his program of study (including workplace internship).

Students must complete 60 credits from the following:

1. All of the following courses (27 credits):

AFRE	100	Decision-making in the Agri-Food System	3
AT	193	Agricultural Technology Clerkship	2
AT	293	Professional Internship in Agricultural Technology	3
FSC	111	Foundational Concepts in Food Processing and Technology	3
FSC	112	Seminar in Food Processing, Technology and Safety	1
FSC	113	Basic Commodity Overview Food Processing and Technology	3
FSC	114	Food Processing and Technology Facilities Management	3
FSC	125	Food Processing and Technology Unit Operations	2
FSC	240	Applied Microbiology in Food Processing	2
FSC	241	Safety Principles and Regulations in Food Processing and Technology	3
FSC	242	Applied Chemistry in Food Processing and Technology	2

2. Two of the following courses (4 credits)

FSC	230	Fruit and Vegetable Processing	2
FSC	231	Cereals Processing	2
FSC	232	Dairy Foods Processing	2
FSC	233	Muscle Foods Processing	2

3. Complete a minimum of 3 elective credits in the College of Agriculture and Natural Resources as approved by the program coordinator in the Institute of Agricultural Technology.

4. Complete 26 credits of additional course work through the College of Agriculture and Natural Resources, a community college partner (Delta College, Kellogg Community College, Muskegon Community College) or an approved transferring institution. All course work must be approved by the program coordinator in the Institute of Agricultural Technology.

Appendix B

Kellogg Community College Associate in Agricultural Science (AAgS)
Transfer Track

Students must complete all of the following courses:

- FYS 101: First Year Seminar (1 credit)
- ENGL 151: Freshman Composition or ENGL 151H: Freshman Composition- Honors (3 credits)
- AGRI 105: Agricultural Leadership (3 credits)
- ENGL 152: Freshman Composition or ENGL 152H: Freshman Composition- Honors (3 credits)
- ECON 201: Principles of Economics (MACRO) or ECON 202: Principles of Economics (MICRO) (3 credits)
- MTA Math & GE Critical Thinking [Choose one from LIST A] (3 or 4 credits)
- MTA Sciences & GE Critical Thinking [Choose one from LIST B] (4 credits)
- MTA Humanities & Fine Arts & GE Personal & Cultural Engagement [Choose one from LIST C] (3 credits)
- MTA Sciences [Choose one from LIST D; different discipline than LIST B] (3 credits)
  MTA Humanities & Fine Arts & GE Personal & Cultural Engagement [Choose one from LIST E; different discipline than LIST C] (3 credits)
- MTA Social Sciences [Choose one from LIST F] (3 credits)
- MTA Elective (needed if MATH and/or LIST D was 3 credits) [Choose one from LIST A, B, C, D, E, F, or G] (0 to 3 credits)

LIST A: MTA Math & GE Critical Thinking courses
MATH 115, MATH 125, MATH 130; Or may substitute a higher course from MTA List in the 2023-2024 Academic Catalog

LIST B: MTA Sciences & GE Critical Thinking courses
BIOL 101, BIOL 109, BIOL 110, BIOL 111; CHEM 100, CHEM 110; GEOG 100

LIST C: MTA Humanities & Fine Arts & GE Personal & Cultural Engagement courses
ART 210, ART 211, ART 212, ART 213, ART 214; HUMA 151; LITE 105; MUSI 211; SERV 200; THEA 121

LIST D: MTA Science courses
ASTR 104, BIOL 101, BIOL 105, BIOL 109, BIOL 110, BIOL 141, BIOL 201, BIOL 202, BIOL 205, CHEM 100, CHEM 110, CHEM 111, CHEM 201, CHEM 202, CHEM 210, ENGR 256, ENGR 258, GEOG 100, PHYS 111, PHYS 112, PHYS 221, PHYS 222, SCIE 100, SCIE 102, SCIE 103

LIST E: MTA Humanities & Fine Arts & GE Personal & Cultural Engagement courses
ART 210, ART 211, ART 212, ART 213, ART 214, HUMA 151, LITE 205, LITE 206, LITE 211, LITE 212, LITE 213, LITE 230, LITE 285, MUSI 211, PHIL 230, PHIL 240, SERV 200, THEA 121

LIST F: MTA Social Sciences courses
ANTH 200, HIST 103, HIST 103H, HIST 104, HIST 104H, HIST 151, HIST 151H, HIST 152, HIST 152H, HIST 201, HIST 202, HIST 210, HIST 211, HIST 212, HIST 240, HIST 250, HIST 260, PHIL 201, PHIL 201H, PHIL 202, POSC 201, POSC 201H, POSC 202, POSC 210, POSC 211, PSYC 201, PSYC 201H, SOCI 201, SOCI 201H, SOCI 202

LIST G: MTA Elective Courses
COMM 110, COMM 111

Kellogg Community College Associate in Agricultural Science (AAgS)
Non-Transfer Career Track

Students must complete all of the following courses:

- FYS 101: First Year Seminar (1 credit)
- ENGL 151: Freshman Composition or ENGL 151H: Freshman Composition- Honors (3 credits)
- AGRI 105: Agricultural Leadership (3 credits)
- ECON 201: Principles of Economics (MACRO) or ECON 202: Principles of Economics (MICRO) (3 credits)
- Math & GE Critical Thinking [Choose one from LIST A] (3 or 4 credits)
- GE Effective Communication [Choose one from LIST B] (3 credits)
- Sciences and GE Critical Thinking [Choose one from LIST C] (4 credits)
- GE Personal & Cultural Engagement [Choose one from LIST D] (2 or 3 credits)
- GE Personal & Cultural Engagement (must not be course selected from LIST D) [Choose one from LIST E] (3 or 4 credits)
- Electives to achieve the minimum of 60 credit hours (4 or 6 credits)

LIST A: MTA Math & GE Critical Thinking courses
MATH 115, MATH 125, MATH 130; Or may substitute a higher course from MTA List in the 2023-2024 Academic Catalog

LIST B: GE Effective Communication courses
ENGL 152, ENGL 152H, COMM 110, COMM 111

LIST C: Sciences and GE Critical Thinking courses
BIOL 101, BIOL 109, BIOL 110, BIOL 111; CHEM 100, CHEM 110; GEOG 100

LIST D: Personal & Cultural Engagement courses
ART 210, ART 211, ART 212, ART 213, ART 214, HUMA 151, LITE 105, MUSI 211, SERV 200, THEA 121

LIST E: Personal & Cultural Engagement courses
ART 210, ART 211, ART 212, ART 213, ART 214, BUAD 115; COMM 241; HIST 103, HIST 103H, HIST 104, HIST 104H, HIST 151, HIST 151H, HIST 152, HIST 152H, HIST 201, HIST 202, HIST 210, HIST 211, HIST 212, HIST 240, HIST 250, HIST 260, HUMA 151, LITE 105, LITE 205, LITE 206, LITE 211, LITE 212, LITE 213, LITE 217, LITE 223, LITE 230, LITE 285; MUSI 211; PEHL 102, PEHL 108, PEHL 114, PEHL 132, PEHL 140, PEHL 142, PHIL 202, PHIL 230, PHIL 240; POSC 201, POSC 201H, POSC 202, POSC 210, POSC 211, PSYC 260, PSYC 270, PSYC 290, SCIE 100, SERV 200, SOCI 201, SOCI 201H, SOCI 202, SOCI 205, SOCI 206, THEA 121