

**Michigan State University  
College of Agriculture and Natural Resources  
Institute of Agricultural Technology  
And  
Southwestern Michigan College**

**CONSORTIUM AGREEMENT**

Michigan State University’s College of Agriculture and Natural Resources (“MSU CANR”) and Southwestern Michigan College, pursuant to this Consortium Agreement (the “Agreement”), agree to provide inter-institutional instructional programs in Fruit and Vegetable Crop Management Certificate and Associate of Applied Science in Agricultural Business and Agricultural Technology (AAS) (each a “Program” and collectively, the “Programs”). The specific courses and requirements for the Programs are outlined in Appendix A (MSU IAT Certificates, additional AAS requirements). 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  
MSU CANR and Southwestern Michigan 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 enhances post-secondary agriculture, food and natural resources education.

**B. Programs**

MSU CANR, with instructional coordination provided by its Institute of Agricultural Technology (“IAT”), will offer coursework that, combined with credits from Southwestern Michigan College, will allow students to complete a certificate program in Fruit and Vegetable Crop Management.

1. MSU will provide students with a schedule of MSU courses needed to complete a certificate in the respective Programs (see Appendix A for list of MSU courses).
2. Southwestern Michigan 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 in necessary (see Appendix A and A2 for list of Southwestern Michigan College courses). Students must earn a minimum grade of 2.0 in all Southwestern Michigan College courses that are to be transferred to MSU for completion of a certificate program.

**C. Dual Certificate and Associate of Applied Science**

1. Southwestern Michigan College will offer an Associate of Applied Science for those students who wish to add an AAS degree to an MSU certificate. Southwestern Michigan College

- agrees to accept all MSU Certificate coursework in transfer toward the AAS in where the grade is a 2.0 or better to be awarded an associate's degree at Southwestern Michigan College, students must complete all required coursework, with at least 24 credits of coursework at Southwestern Michigan College, and program requirements for the AAS.
2. MSU CANR will keep its course equivalencies up-to-date in Transfer MSU (<http://transfer.msu.edu/>) and will provide Southwestern Michigan College with curriculum guidelines, as needed, beyond those found in the MSU Academic Programs catalog (<http://www.reg.msu.edu/AcademicPrograms/Print.asp?Section=1440>).

**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 Program (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 Southwestern Michigan College-MSU Fruit and Vegetable Crop Management stakeholder groups.
2. Southwestern Michigan College shall reimburse MSU CANR 50% of the MSU Coordinator's annual salary and fringe benefits costs. Southwestern Michigan College shall make the reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. Southwestern Michigan 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 Southwestern Michigan College shall participate in the selection and annual evaluations of the MSU Coordinator; however, MSU CANR shall have final decision making responsibility.

**E. Community College Program Representative and Academic Advisor**

1. Southwestern Michigan College agrees to designate a representative (the "SMC Representative") to serve as a single point of contact for the MSU Coordinator and for prospective students in the Programs. The SMC Representative, working together with the MSU Coordinator, will coordinate inter-institutional communication and information regarding admissions and enrollment status, financial application and verification (via MSU's Student Information System), as well as course scheduling. The program coordinator will serve as the academic advisor, for both SMC and IAT, to work directly with students in the program and industry partners to establish *both students' educational course plans and* workplace internships.

**F. Southwestern Michigan 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 Southwestern Michigan 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 Southwestern Michigan College and MSU is the need to regularly share information, including student records, between the institutions. To that end, MSU and Southwestern Michigan 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 Southwestern Michigan College and MSU will disclose their student records to the other institution and students seeking dual enrollment shall be required to sign consent with respect to such disclosures (see Appendix B for the student consent form).

2. Both SMC and MSU will report student enrollment to the National Student Clearinghouse based on the number of credits that the student is enrolled in.
3. MSU and Southwestern Michigan College agree to cooperate in the administration of financial aid for concurrently enrolled students. SMC agrees to administer financial aid for eligible students while they are completing courses required to earn an IAT certificate, while concurrently enrolled at Southwestern Michigan College and MSU. The MSU Coordinator will verify to the Southwestern Michigan College Financial Aid Office the specific MSU courses fulfilling these certificate requirements for a certificate in one of the Programs. The guiding operational principle is that Michigan State University will act as the host institution, and SMC as the home institution, during the period of time students are completing the requirements for a certificate in one of the Programs. Southwestern Michigan College agrees to administer financial aid for eligible students completing Associate of Applied Science requirements beyond those required for completion of a Certificate Program.

As a practical matter, dually enrolled students who qualify for financial aid will receive aid through Southwestern Michigan College; federal law prohibits students from receiving aid through more than one institution. The MSU Coordinator and the SMC Representative share the responsibility of counseling students on these financial aid matters and recommending appropriate academic schedules so that students sequentially qualify for aid.

Students will be eligible for scholarships from both MSU and SMC.

#### **G. Use of Classroom Facilities on the Southwestern Michigan College Campus(es) for Michigan State University the Programs**

1. MSU and Southwestern Michigan College agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of Southwestern Michigan College, classroom usage fees and equipment (such as those used for Interactive Television or other distance learning technology) will be waived. If there is a need for a classroom facilitator to operate equipment, MSU will be responsible for those charges.
2. Southwestern Michigan College will provide a distance learning technology system that is compatible to the MSU system.
3. Southwestern Michigan College will proctor MSU online course exams as needed in the Testing Center at no charge for students that are dually enrolled.

**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 will need to be signed before additional programs can be implemented.

**I. Program Review & Termination**

- 1. These 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 date this Agreement is signed.
- 2. Either Michigan State University or Southwestern Michigan College may terminate the Agreement by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, and Southwestern Michigan College student who has become dually enrolled in one of the Programs prior to termination will be allowed to complete such Program within 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 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 Southwestern Michigan College are signatories to this Agreement, which will take effect upon the last dated signature below:

**SOUTHWESTERN MICHIGAN COLLEGE**

**MICHIGAN STATE UNIVERSITY**

\_\_\_\_\_ Date \_\_\_\_\_  
Dr. Joe Odenwald,  
President

\_\_\_\_\_ Date \_\_\_\_\_  
Dr. Thomas D. Jeitschko,  
Interim Provost and Executive VP  
for Academic Affairs

\_\_\_\_\_ Date \_\_\_\_\_  
Dr. David Fleming,  
Vice President of Instruction

\_\_\_\_\_ Date \_\_\_\_\_  
Dr. Kelly Millenbah, Dean  
College of Agriculture and Natural Resources

\_\_\_\_\_ Date \_\_\_\_\_  
Dr. Keith Howell, Dean  
Arts and Sciences

\_\_\_\_\_ Date \_\_\_\_\_  
Dr. Jen0 Rivera, Director  
Institute for Agricultural Technology

\_\_\_\_\_ Date \_\_\_\_\_  
Dr. Karen Reilly, Dean  
Business & Advanced Technology

\_\_\_\_\_ Date \_\_\_\_\_  
Tony Krolak, Senior Associate Director  
Office of Financial Aid

\_\_\_\_\_ Date \_\_\_\_\_  
Lynn Kriser, Office of General Counsel

**Southwestern Michigan College and Michigan State University  
IAT Certificate in Fruit and Vegetable Crop Management – MSU  
Associate of Applied Science in Agricultural Technology OR Agribusiness – SMC**

**Requirements for MSU Certificate in Fruit and Vegetable Crop Management**

**TOTAL CREDITS REQUIRED FOR GRADUATION = 61**

**MSU Courses**

1. All of the following MSU courses (25 credits total):

AFRE	130	Farm Management I	(3 Cr)
AT	202	Agricultural Regulation, Compliance and Safety	(3 Cr)
AT	293	Professional Internship in Agricultural Technology	(3 Cr)
CSS	126	Intro to Weed Management	(2 Cr)
CSS	143	Introduction to Soil Science	(2 Cr)
ENT	110	Applied Entomology of Economic Plants	(3 Cr)
HRT	206	Training and Pruning of Plants	(1 Cr)
HRT	207	Horticulture Career Development	(1 Cr)
HRT	218	Irrigation Systems for Horticulture	(2 Cr)
HRT	246	Intro to Fruit Production and Management	(3 Cr)
or HRT	247	Intro to Vegetable Production and Management	(3 Cr)
PLP	105	Fundamentals of Applied Plant Pathology	(2 Cr)

2. Complete a minimum of 5 elective credits in the College of Agriculture and Natural Resources as approved by the program coordinator in the Institute of Agricultural Technology.

**Community College Partner Courses**

3. Required – Complete 31 credits from Southwestern Michigan College as approved by the Institute of Agricultural Technology program coordinator from either the SMC Agricultural Technology or Agribusiness track, below.

**Requirements for Associate of Applied Science Degree – Agricultural Technology OR  
Agricultural Business from Community College Partner Courses, as outlined below**

**Requirements for Associate of Applied Science Degree – Agricultural Technology**

**TOTAL CREDITS REQUIRED FOR DEGREE = 61**

*Option 1. Agricultural Technology*

1. Complete 30 credits minimum from the College of Agriculture and Natural Resources at MSU as part of the Fruit and Vegetable Crop Management Program in the Institute of Agricultural Technology.
2. In addition to completed credits from the College of Agriculture and Natural Resources at MSU, complete 31 credits through the community college partner as follows and as approved by the Institute of Agricultural Technology program coordinator.

All of the following SMC courses (31 credits total):

Natural Science Requirement	(8 Cr)
Humanities Requirement	(3 Cr)
Mathematics and Social Science Requirement	(10 Cr)
Written and Oral Communications	(6 Cr)
Program Requirements	(4 Cr)

**OR**

**Requirements for Associate of Applied Science Degree – Agricultural Business**

**TOTAL CREDITS REQUIRED FOR DEGREE = 61 – 62**

*Option 2. Agricultural Business*

1. Complete 30 credits minimum from the College of Agriculture and Natural Resources at MSU as part of the Fruit and Vegetable Crop Management Program in the Institute of Agricultural Technology.
2. All of the following SMC courses (30-31 credits total):

Written and Oral Communications	(6 Cr)
Mathematics and Social Science Requirement	(7 Cr)
Natural Science Requirement	(4 Cr)
Program Requirements	(7 Cr)
Business Electives Requirement	(6-7 Cr)

**Student Consent Form**

My signature below indicates that I understand my enrollment in the Institute of Agricultural Technology Programs offered by Michigan State University (MSU) in cooperation with Southwestern Michigan College (SMC) requires sharing of my student records at both institutions in order to provide advising, satisfy financial aid reporting requirements, and track progress toward and completion of the MSU IAT Certificate program and SMC Associates Degree.

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**NAME**  
(Printed)

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**SMC Student ID**

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**MSU Student PID**

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**SIGNATURE**

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**DATE**