

**Articulation Agreement
Between**

JEFFERSON COMMUNITY COLLEGE

AND

ROCHESTER INSTITUTE OF TECHNOLOGY
College of Applied Science & Technology (CAST)
Center for Multidisciplinary Studies (CMS)
Applied Arts & Science Degree Program

I. PURPOSE

The intention of this articulation agreement is to set forth the principles of mutual understanding that are necessary to form, maintain and communicate transfer articulation information between **Rochester Institute of Technology** and **Jefferson Community College**. This information will allow community college students to make informed course selection decisions that facilitate transfer mobility, maximum learning utilization, University access and baccalaureate degree completion. The established curriculum linkages recognize the inherent quality of education at both institutions and provide students with the opportunity to efficiently and effectively complete baccalaureate degree requirements based on a solid foundation of community college coursework. The goal of this agreement will always be to meet the educational and informational needs of transfer students, and to facilitate access for all qualified students.

A review of Jefferson Community College's current catalog (2002-2004) has been conducted to determine the transfer status of their academic programs. This agreement establishes procedures to ensure admission of qualified students from all of Jefferson Community College's Associate in Applied Science, Associate in Science, and Associate in Art degree programs into Rochester Institute of Technology's Applied Arts & Science baccalaureate degree program.

II. OBJECTIVES

1. To promote an efficient transition of qualified transfer students from Jefferson Community College to Rochester Institute of Technology.
2. To enable Jefferson Community College students who meet admissions requirements a prescribed sequence of courses to transfer to RIT.
3. To ensure transferability of credit for comparable coursework and credit equivalent learning applicable to the academic program at RIT.
4. To encourage academic coordination and administrative interactions, including curricular and administrative collaboration.

5. To provide for the exchange of information on successes of this transfer program and those areas that need improvement in this agreement.

III. TERMS of the AGREEMENT

1. *Admissions.* Students are expected to consult with an advisor from the Applied Arts & Sciences department, and complete the application procedures for transfer students as outlined in RIT's current undergraduate catalog. Transfer students must meet all RIT and CMS entry requirements and be in good standing at JCC.

2. *Transfer Credit.* Transfer credit can be considered only for courses completed with a grade of "C-" or better. Completed courses below this level may affect the year standing of the applicant. All transfer credit is evaluated on a course-by-course basis relative to degree requirements.

Students completing an Associate of Arts, Associate of Science, or Associate of Applied Science degree may reasonably expect to receive 90 quarter hours (equivalent to 60 semester hours) of transfer credit at RIT, if all grades meet the above criterion. Students completing coursework in addition to, or beyond the Associate degree level, may be eligible for additional transfer credit at the upper division level. RIT policy limits undergraduate transfer credit to 135 quarter hours.

3. *Year Level.* Most students with an Associate in Arts, Associate in Applied Science or an Associate in Science are able to enter at the junior level and complete the bachelor's degree in two years of full-time study. If a student selects a professional concentration that requires foundation coursework or decides to pursue the optional co-op experience, additional quarters for degree completion may be necessary. Specific year level of students will be determined after a course-by-course evaluation of their program at Jefferson Community College has been completed.

4. *Program and Course Changes.* Each institution shall communicate to the other any changes affecting this agreement and mutually manage any resultant change in articulation documents to facilitate its continuation. RIT and JCC will meet on at least an annual basis to maintain communication and update about changes, modifications, and/or new options.

5. *Time Limits.* This agreement will expire three years from the date of signing.

6. *Maintenance.* Appointed liaison officials will explore as appropriate the possibility of forming additional articulation programs that are mutually agreeable and in keeping with the basic components of this articulation agreement.

7. *Publications, Marketing, and Communication.* When specifically referring to this agreement and/or the corresponding institution by name in publications, electronic or

print advertising, the initiating institution will secure in advance the prior written approval of the other.

8. *Policy.* Should the precepts of this agreement come in conflict with established policy at either institution, the established policy will take precedent and the agreement will be reviewed for possible modification as appropriate and mutually agreeable.

9. *Termination.* This agreement may be terminated by either institution with six months prior written notice, or sooner by mutual consent. Students in progress (enrolled) at Rochester Institute of Technology under the terms of this agreement at the point of its termination would be permitted to continue under the terms set forth.

IV. APPLIED ARTS AND SCIENCES: OPTIONS AND GUIDELINES

Students often find themselves in need of a program that is high in quality, offers flexibility, and recognizes prior college-level learning. The College of Applied Science and Technology offers students the opportunity to tailor an individualized program that satisfies these requirements through its Applied Arts and Science degree program.

The bachelor's degree in Applied Arts and Science permits students to incorporate two to four different professional and/or technical concentrations, selected specifically to meet their unique career and personal goals. The baccalaureate program consists of 94 core quarter hour credits (62 semester hours) in general education plus 86 quarter credit hours (58 semester hours) in 2-4 professional concentration areas. One concentration area is frequently developed from the students associate degree level coursework. Currently concentrations may be done in the following areas:

On-line Concentrations

Health Systems Administration
Applied Computing
Quality Management
Public Relations/Communications
Safety & Health Technology
Management
Technical Communication
Disaster & Emergency Management
Environmental Management
Structural Design
Electrical, Mechanical or
Telecommunications Engineering Technology

On-campus Concentrations

(additional conc. may be developed)
Deaf Studies
Manufacturing Technology
Graphic Communications
International Business
Psychology
Information and Data Systems
Organizational Development
Desktop Publishing

For example; students may, with their advisor, submit a bachelor's degree proposal to the CMS faculty committee that includes concentrations in computing, graphic arts and management or one that combines communications and management. These are just

examples of some of the possibilities available to students. All degree plans must be approved by the CMS faculty committee and department chair. Individual concentrations in the degree program are subject to faculty approval and concentration/course availability at the time the proposal is reviewed by CMS faculty. Students are encouraged to meet with an RIT advisor during their JCC studies to discuss transfer, available concentrations, and possible pre-requisite courses.

Students may choose courses available in an online learning format to complete upper-level requirements or combine online courses with courses offered on the RIT campus. Online classes are designed to fit into RIT's academic calendar but allow students the flexibility of anytime, anywhere access. Students interested in completing concentrations through on-line learning should refer to *RIT's Part-time/Online Guide*. Students must meet (in-person, online, or telephonically) with an advisor to customize their individual learning plan and choose from concentrations available at the time of their application to RIT.

When evaluating an associate degree program for transfer into the Applied Arts & Sciences degree, all transfer credit is evaluated on a course-by-course basis as it applies to the degree program and the concentration requirements. The following guidelines are used:

1. The general education core consists of:

- 8 quarter credits (6 semester hours) of college level mathematics
- 4 quarter credits (3 semester hours) of computer literacy or programming
- 12 quarter credits (8 semester hours) of science
- 4 quarter credits (3 semester hours) of English composition
- 4 quarter credits (3 semester hours) of literature
- 4 quarter credits (3 semester hours) of communication electives
- 12 quarter credits (8 semester hours) of humanities
- 8 quarter credits (6 semester hours) of social science
- 8 quarter credits (6 semester hours) of mathematics or science electives
- 28 quarter credits (19 semester hours) of advanced liberal arts courses
- 2 quarter credits of RIT Senior Seminar

2. Professional concentrations must contain a least 20 quarter hour credits (14 semester hours) of course material that is interrelated or shares a common focus or theme.

3. A maximum of 54 quarter credit hours (36 semester hours) of freshman/sophomore level credits will be transferred into the professional concentration area.

4. The Association of Collegiate Schools of Business (AACSB) limits the total number of credits in general business and management that may be included in any non-business degree, though the degree may include business concentrations. The Applied Arts & Sciences degree is not a business degree; it is a multi-disciplinary degree.

Professional concentrations developed for the bachelor's degree will need to adhere to AACSB credit limits that may preclude some additional business concentrations. Students transferring in degrees with business majors are encouraged to speak with an Applied Arts & Sciences advisor.

5. All concentrations are subject to availability and students must meet program and concentration entrance requirements and pre-requisites.

6. Credit may be available for non-traditional coursework through ACE, Ponsi, Credit by Examination, or Credit by Experience. Students should discuss these possibilities with their advisor early in the program advising process.

Attachment A

Quality RIT Education with Online Convenience

Professional Concentrations
Available for Online Learning

Applied Computing

A comprehensive sequence developed to deliver the background necessary to help you enter or advance in the field of software development. In addition, courses could provide a bridge to masters' programs in computer science, software development and management, telecommunications information technology or other computer-oriented fields. Requirements include computer literacy and a background in high school or associate level algebra. Available on a limited basis.

Applied Computing

Course #	Course Title
4002-208	Introduction to Programming
4002-210	Programming with Classes
4002-340	Computer Concepts and Software Systems
4002-341	Data Communications and Computer Networks
4002-360	Introduction to Database and Data Modeling
0614-477	Networking Technologies

Disaster and Emergency Management

This sequence (which can also be taken as a certificate) is designed for emergency professionals including volunteer firefighters, police officers, emergency medical service workers and safety managers. It can also benefit governmental and industrial emergency planners, aspiring emergency professionals and emergency professionals needing additional skills to prepare for management opportunities.

Disaster and Emergency Management

Course #	Course Title
0634-311	Earth Science
0634-321	Manmade Hazards
0634-401	Emergency Preparedness Law
0634-471	Emergency Planning and Methodology
0634-481	Emergency Operations
0634-475	Terrorism

Health Systems Administration

Health care is a dramatically changing field. This concentration helps you prepare or keep pace with an overview of the development, structure and current forces transforming the field. This sequence, which can be taken as a certificate program, prepares you for health care management opportunities and further develops your skills as a professional.

Health Systems Administration

Course #	Course Title
0635-310	Survey of Health Care Systems
0635-320	Health Systems Administration
0635-351	Health Care Economics and Finance
0635-421	Legal Aspects of Health Care Administration
0635-431	Health Care Quality
0635-441	Health Planning and Program Development

Management

This program is ideal for managers who are being promoted from within their organizations. These courses are designed to provide managers or aspiring managers with a theoretical framework for decision-making and supervision. This certificate will help to fill-in gaps in an individual's knowledge base while capitalizing on the results of a student's practical, experiential learning.

Management

Course #	Course Title
0101-435	Role of Accounting in the Organization
0102-405	Introduction to Work Organizations
0102-406	Management Concepts
0104-420	Theory and Applications in Basic Financial Concepts
0105-440	Internet Marketing
0105-415	Introduction to Marketing
0106-425	Tools of Total Quality Management

Public Relations Certificate

The success of organizations depends on their relationships with the public and stakeholders that are important to them. These can include investors and donors, employees, customers, representatives of government, the media, and the communities they operate within. These courses are designed to provide students with the tools and understandings needed to develop and maintain good public relations for their companies and organizations.

Public Relations

Course #	Course Title	Credits
0688-347	Promotional Writing	2
0688-348	Managing the Project	2
0688-350	Introduction to Public Relations	2
0688-352	Writing for the Organization II	2
0688-353	Scripting	2
0688-354	Speechwriting	2
0688-356	Strategic Public Relations	2
0681-264	Advertising Evaluation and Technology	4
0688-357	Media Relations	2

Quality Management

Developed in cooperation with industry, the courses in quality management can help you develop a total quality management environment to combine the theory and practice of statistical quality control with leadership, teamwork and problem solving concepts and skills. Ultimately it can help companies reduce the costs of poor quality practices and reap the rewards that come with an effective program. You can earn the certificate in basic quality by completing the first three courses in the concentration and the certificate in quality implementation by completing the last three courses. Two courses from the management concentration—marketing for total customer satisfaction and tools for total quality management—may also be applied to this concentration.

Quality Management

Course #	Course Title
0684-310	Introduction to Quality
0684-320	Basic SQC Techniques
0684-330	Leadership Skills for Quality
0684-340	Statistics for Total Quality
0684-410	Costing for Quality
0684-430	Implementing Total Quality

Safety and Health Technology

There is a growing industry demand for safety and health professionals who can assume leadership positions soon after entering the workforce. Professional courses address an organization's immediate safety needs, which range from creating physically safer workplaces and modifying employee behaviors to implementing voluntary programs that protect companies and employees beyond legal standards.

Safety and Health Technology

Course #	Course Title
0630-450	Occupational Health
0630-454	Occupational Safety
0633-401	Fire Protection
0633-540	System Safety/Incident Investigation
0633-545	Safety & Health Program Management
0630-500	Risk Assessment, Management & Communication

Structural Design

This certificate is designed for individuals with an AAS or equivalent degree in civil engineering technology who are currently employed in a design environment (consulting engineering firm or architecture-engineering firm) and need formal training in proper design techniques to better perform those preliminary design functions that might be allocated to them under the supervision and guidance of a licensed professional engineer. The program also benefits those with a bachelor's degree in civil engineering, civil engineering technology or architecture currently employed in a design environment who feel a need for additional training in structural design.

Structural Design

Course #	Course Title
0608-404	Applied Mechanics
0608-490	Structural Analysis
0608-470	Timber Design
0608-496	Reinforced Concrete Design
0608-497	Structural Steel Design

Technical Communications

As the technology sector grows, so does the need for communicators who can skillfully communicate many kinds of information to wide and varied audiences. This sequence of courses will give you a solid foundation for entering or advancing in this field. Courses can also be taken toward completion of a certificate. Students are expected to have a command of standard written English prose before beginning this concentration.

Technical Communication

Course #	Course Title
0688-333	Technical Writing and Editing
0688-361	Research Techniques
0688-362	Instructional Design Techniques
0688-363	Techniques for Document Design
0688-365	Writing for the Sciences
0688-366	Managing Media Presentations

Telecommunications

As a student in this concentration, you will develop a broad understanding of this exciting, ever-changing industry. More importantly, you will be better able to take advantage of the exciting career choices in working with telecommunications systems or selling related goods and services. Courses can also be taken for certificates in data or voice communications as well as telecommunications network management.

Telecommunications

Course #	Course Title
0614-271	Telecommunication Fundamentals
0614-464	Signaling, Transmission & Switching in Voice Communications
0614-475	Switching Technologies
0614-477	Networking Technologies
0614-479	Network Management
0614-480	Telecommunications Policy and Issues

Environmental Management

Here is an opportunity for practicing professionals to supplement their education with current environmental information. The program may be used as a stepping stone toward a degree by individuals with some college background who wish to advance in their careers. Certificate programs also can be used as professional concentrations in RIT's BS in applied arts and science degree program or the BS in environmental management and technology, also available through online learning. The two certificates are environmental management science (3 courses) and industrial environmental management (6 courses).

Environmental Management

Course #	Course Title
0630-201	Principles of Environmental Management
0630-371	Geology for Environmental Management
0630-381	Hydrology for Environmental Management
0630-350	Solid and Hazardous Waste Management
0630-352	Industrial Waste Management
0630-354	Air Emissions Management
0630-361	Monitoring and Measurement for Environmental Management
0630-444	Remedial Investigation/Corrective Action Electives