Business Process Integration Management

Articulation Agreement
between
Dakota College Bottineau and Valley City State University

Introduction: This articulation agreement formally recognizes that Valley City State University (hereinafter VCSU) and Dakota College Bottineau (hereinafter DCB) are educational institutions which agree to work together to provide educational opportunities for the students of their institutions.

The BPIM major is an online program. Students do not have to attend any courses on the VCSU campus to complete this degree.

Purpose: The purpose of this agreement is to provide a seamless articulation of credits for students to earn an Associate in Applied Science Degree in Advertising and Marketing from DCB to transfer to VCSU in order to earn a Bachelor of Science or Bachelor of Arts in Business Process Integration Management (BPIM) from VCSU.

Steps:

1. Complete the DCB Associate in Applied Science degree in Advertising and Marketing.
2. Apply to Valley City State University and declare the Business Process Integration Management major. Transfer credits earned from the DCB AAS degree will apply toward the Bachelor of Science or Bachelor of Arts degree.
3. Students must complete a minimum of 30 hours of upper level (300-400 level) credit from VCSU to complete graduation requirements from VCSU.

4. Graduates under this program would earn a Bachelor of Science or Bachelor of Arts degree in Business Process Integration Management.

Note: The Bachelor of Arts degree requires completion of 16 additional credits of Language/Cultural Studies beyond the Bachelor of Science degree requirements. There may be remaining general education courses to complete after transferring to VCSU. The AAS degree is not included in the NDUS GERTA agreement.

Motivating Principles and Values:
1. Students will be well served by the partnership and the high quality program offered through this agreement.
2. This partnership will benefit the educational needs of the region by providing graduates of high quality.
3. Both campuses seek to maintain compliance with state and national accreditation guidelines to ensure quality.

Accreditation: VCSU is accredited by the North Central Association of Colleges and Schools--The Higher Learning Commission (HLC); The National Council for the Accreditation of Teacher Education (NCATE); and approved by the State of North Dakota Education Standards and Practices Board (ESPB).   DCB is accredited by the North Central Association of Colleges and Schools – The Higher Learning Commission (HLC).

Longevity of Agreement: This agreement will be in effect for five (5) years, starting January 1, 2015. At the end of the five (5) years, students who have begun the program and are in the process of completion will be allowed to finish (within a one or two year timeline). Agreement will be reviewed annually to reflect changes in curricula and campus procedures and policies.

Termination or Revisions: DCB and VCSU agree to provide at least 90 days advance written notification of their intent to terminate the agreement. All revisions of this agreement must be approved in writing by those who sign this agreement or their successors.

Governance and Management: This agreement shall be governed by the academic policies and procedures of DCB and VCSU. As required by the condition of the program and accreditation, the Bachelor of Science (or Arts) Degree in BPIM Program will be governed by the Business and Information Technology Division at VCSU. Conversely, the AAS degree in Information Technology will be administered by DCB as required by the guidelines.

VCSU agrees to arrange for a Program Representative to be available to advise BPIM students in the program each semester.

Both Valley City State University and Dakota College Bottineau will provide a liaison that will be available to inform and guide students through this program.

VCSU agrees to grant a Bachelor of Science or Bachelor of Arts with a major in Business Process Integration Management to students who successfully complete the requirements for the degree.

It is agreed upon that DCB will provide general education courses, supplementary curriculum, and elective courses which satisfy VCSU graduation requirements for students enrolled in this program.

Students must complete a minimum of 30 hours of upper level (300-400 level) credit from VCSU to complete graduation requirements from VCSU.

Graduation Requirements: A minimum of 120 total credits are required for a Bachelor's degree and must be taken from the appropriate categories. Students must complete a minimum of 30 hours of upper level (300-400 level) credit from VCSU to complete graduation requirements from VCSU. Credit hours earned at DCB that do not meet general education requirements, technical specialty requirements or teaching option requirements will be used for electives courses.

As part of VCSU graduation requirements, students must develop a digital portfolio that illustrates the best evidence of meeting the abilities and skills requirements for their degree. VCSU recommends students enroll in the appropriate Senior Portfolio course for 1 semester credit to assist them in developing their digital portfolio.

Admission: Students taking DCB course(s) must apply and be accepted for admission at DCB. Students taking VCSU course(s) must apply and be accepted for admission at VCSU. All admission policies at the respective institution will apply.

Registration: Each institution will follow its own policies and procedures for registering students for their programs(s). DCB will be responsible for registering students in the associate program(s), and VCSU will be responsible for registering student(s) in the baccalaureate program(s). Collaborative enrollment processes identified in NDUS Collaborative Student Procedure 404.0 will be used as needed. Should a student drop credits during the semester at the "host" campus, the "host" campus is responsible for immediately notifying the "home" campus Financial Aid Office.

Student Services: If students have documented disabilities that may affect their academic experience and are seeking accommodations, it is their responsibility to supply documentation and make a request for services through the office of Student Academic Services as soon as possible.

Financial Aid: Students enrolled in a DCB two-year degree seeking program will have all aspects of their Federal Title IV Financial Assistance administered by DCB's Financial Aid Office. This includes, but is not limited to:

- Processing of FAFSA and other applications, determination of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Administration of all aspects of the Federal Family Educational Loan Programs

During the student's enrollment at DCB, DCB policies and procedures will apply. Student budgets (Cost of Attendance) used in establishing aid amounts will be the same as those used for awarding federal aid to other DCB students. A contact from the DCB Financial Aid Office will be identified to work with the Valley City State University Financial Aid Office assigned contact.

Valley City State University will be responsible for awarding aid to students who have been admitted to Valley City State University. Students will have all aspects of their Federal Title IV Financial Assistance administered by Valley City State University Student Financial Aid Office. This includes, but is not limited to:

- Processing of applications, evaluation of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Notifying changes in enrollment status to lenders under the Federal Family Educational Loan Programs.

During this enrollment the Valley City State University policies and procedures will apply. Student budgets (costs) used in establishing aid amounts will be the same as those used for awarding federal aid to other Valley City State University students.

Students on the DCB campus are not eligible for Valley City State University sponsored scholarships, waivers, or federal student work-study while pursuing a degree from Valley City State University. Students enrolled in the Valley City State University program are not eligible for DCB sponsored scholarships or waivers. Students may be employed in a DCB student employee position funded through institutional funds if enrolled in at least six (6) DCB credits hours during each semester of employment, and must meet all DCB student employee requirements.

Entrance and exit loan counseling requirements will be met with the use of electronic counseling available through the website http:www.mappingyourfuture.org/OSLC (for Perkins Loans) and https: /studentloans.gov/myDirectLoan/index.action for all Federal Direct Loans.

Tuition and Fees: NDUS procedure 805.3.1, Collaborative Distance Learning Tuition, will apply to this agreement.

Technology and Support Services: VCSU will provide students in this program adequate technical support in a timely manner for the courses taken from VCSU. DCB will provide students in this program adequate technical support in a timely manner for the courses taken from DCB.

Students enrolled in at least one VCSU course will have full access to VCSU technology services, including VCSU wired and wireless computer network, Blackboard account, VCSU email/messaging account, printer access, and computer peripheral equipment checkout. Students may elect to pay the VCSU technology "buy up" fee if they would like full-time access to a VCSU laptop according to the established procedures at the following URL: http://technologyservices.vcsu.edu/vp.htm?p=2921

All online students in VCSU courses are expected to abide by the technical requirements, as outlined at http://distancelearning.vcsu.edu/vp.htm?p=1288

The following URL provides additional information regarding the notebook computer initiative at VCSU: http://technologyservices.vcsu.edu/vp.htm?p=2958

Marketing: A VCSU representative will come to the DCB campus once a year to recruit new students for this program. VCSU will be responsible for providing DCB with marketing materials to distribute to prospective students. Both institutions will display information about this agreement on their Transfer Website. DCB will work collaboratively with VCSU to identify prospective students for this program.

Textbooks: The textbooks for the VCSU courses will be purchased through VCSU. Likewise, the textbooks for the DCB courses will be purchased through DCB.

Faculty and Staff: VCSU will select and assign qualified faculty members to teach the required courses. VCSU will name a Program Coordinator for this agreement. DCB will assign a faculty member as a liaison for this agreement.

Per NDUS guidelines, VCSU's Agreement Manager for this articulation is the Director of Distance Learning and Faculty Development and can be reached through the Academic Affairs office (701-845-7202).

VCSU's BPIM Program Coordinator is Dr. Brenda Finger, Assistant Professor, Business Department (701-845-7513).

Amendments to the Agreement: Mutually agreed upon amendments to this agreement may be approved by those who sign this agreement or their successors. The agreement may be terminated at any time through joint action of the two presidents with adequate provision for currently enrolled students.

Business Process Integration Management Articulation Agreement between DCB and VCSU
January 2015-December 2019

BS or BA in Business Process Integration Management (BPIM)	
Valley City State University	**Dakota College - Bottineau**
Complete General Education Requirements (38 credits)	**AAS - Business/Advertising and Marketing**
(Additional Required General Education Course)	
CIS 170 Intro to Computer Info Systems	
ENGL 125 Intro To Professional Writing	
ECON 201 Principles of Microeconomics	
ECON 202 Principles of Macroeconomics	
Required Courses (56 credits)	
Business Core (25 credits)	
ACCT 200 Elements of Accounting I	
ACCT 201 Elements of Accounting II	
BOTE 336 Business Data Solutions	CIS 104: Microcomputer Database **and** CIS 105:
BUSI 491 Senior Portfolio	
ECON 261 Business Statistics	
FIN 375 Business Finance I	
MGMT 330 Principles of Management	BADM 202: Management
MGMT 381 Project Management	
MRKT 305 Principles of Marketing	BADM 201: Principles of Marketing
Computer Information Systems (16 credits)	
CIS 329 Information Systems Management	
CIS 369 Enterprise Systems	
CIS 371 Enterprise Systems II	
CIS 380 Systems Analysis and Design	
CIS 470 CRM and BI	
Communication (15 credits)	
COMM 304 Corporate Communication	
COMM 315 Digital Communications	
COMM 360 Group Dynamics	
COMM 483 Organizational Communications	
ENGL 420 Online Comm and Documentation	
Directed Electives (Choose 15 credits)	
ACCT 207 Managerial Accounting	
CIS 475 Integr of Busi Proc in SAP ERP (6 credits)	
MGMT 350 Quanti. Analysis and Operations Man	
MGMT 370 Business Ethics	
MGMT 372 Foundations of Leadership	
MGMT 425 Human Resource Management	
MGMT 430 Organizational Behavior	
MGMT 460 International Business	
MGMT 480 Strategic Planning	
MRKT 415 Market Research and Information	
Complete an Internship (3-12 credits)	**Student can complete internship credits OR additional upper division (300-400 level) business courses from VCSU**
	These courses will be discussed with VCSU faculty advisor.

Signatures:

For Dakota College Bottineau:
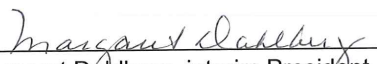
_____   10-16-14
Dr. Ken Grosz, Campus Dean   Date

_____   10/14/2014
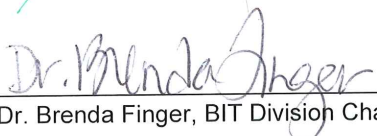Larry Brooks, Associate Dean of Academic Affairs   Date

For Valley City State University:

_____   11-3-2014
Dr. Margaret Dahlberg, interim President   Date

_____   11-4-14
Dr. Julee Russell,   Dean of Faculty and Student Academic Affairs Date

_____   10/31/14
Dr. Brenda Finger, BIT Division Chair   Date

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