

**Memorandum of Understanding**  
**between**  
**University of Wisconsin Colleges at UW-Marshfield/Wood County and**  
**University of Wisconsin-Stevens Point for the**  
**UW Colleges Bachelor of Applied Arts and Sciences Degree**

**Foundation for Collaboration**

The nearly century-old history of the University of Wisconsin (UW) Colleges is one of collaboration with other academic institutions, especially campuses of the University of Wisconsin (UW) System. The nature of these collaborations has evolved as the university has adapted to different social-economic eras and changing state and local needs. The Bachelor of Applied Arts and Sciences (B.A.A.S.) degree falls squarely within this tradition of collaboration and is aligned with the historic UW Colleges mission of accessibility, affordability, and responsiveness to the needs of the many communities that provide and support its campuses.

**Program Description**

The B.A.A.S. degree is a 60-credit (20 courses) degree-completion program to be offered regionally on five of the thirteen UW Colleges campuses and in partnership with six UW System comprehensive universities, as listed below.

<b>UW Colleges Campus</b>	<b>UW partner(s)</b>
UW-Baraboo/Sauk County	UW-La Crosse
UW-Barron County	UW-Superior UW-Stout
UW-Marshfield/Wood County	UW-Stevens Point
UW-Richland	UW-Platteville
UW-Rock County	UW-Platteville
UW-Waukesha	UW-Parkside

The fundamental goal of the B.A.A.S. degree is to prepare place-bound adults who live in the five UW Colleges service areas for a life of creative and productive work in a changing and increasingly interdependent world. To accomplish this goal, the B.A.A.S. degree prepares students to apply theoretical knowledge, higher-order intellectual skills, and practical experience to achieve solutions to complex problems encountered in contemporary workplace and community settings.

This agreement applies specifically to the collaboration between UW Colleges-Marshfield/Wood County and UW-Stevens Point. UW-Marshfield/Wood County will draw on its extensive experience in student-centered course delivery to employ multiple modes of instruction, including compressed video, streaming video, online, and blended modes of delivery. Further, courses will be offered in a variety of instructional formats, including accelerated courses, regional seminars, and evening courses, and at times convenient for adult learners to enroll in classes.

UW-Stevens Point is also committed to flexible modes of delivery, including face-to-face instruction on the UW-Marshfield/Wood County campus, online, compressed and streaming video. When possible, UW-Marshfield/Wood County faculty will be approved by the appropriate academic department(s) at UW-Stevens Point to teach a UW-Stevens Point junior- or senior-level course at the UW-Marshfield/Wood County campus.

UW-Marshfield/Wood County and UW-Stevens Point agree to offer courses for the B.A.A.S. degree-completion program beginning in Fall of the 2012-2013 academic year. Students admitted to the B.A.A.S. enter with the equivalent of 60 credits of general education for the UW Colleges Associate of Arts and Science degree or equivalent liberal arts associate degree.

Four sequenced curricular components of Professional Experience, Global Studies, Cognitive Skills, and a Capstone Senior Seminar comprise the 60-credit degree-completion program. The table below provides an overview of the B.A.A.S. degree curriculum and shows which courses are offered by UW-Marshfield/Wood County and which by UW-Stevens Point.

<b>B.A.A.S. Degree Completion Requirements</b>	
Students in the B.A.A.S. will complete 60 credits: 30 UW Colleges junior/senior-level credits and 30 UW partner junior/senior-level credits	
<b>UW-Marshfield/Wood County</b>	<b>30 Credits</b>
UW-Marshfield/Wood County will provide:	
<ul style="list-style-type: none"> <li>▪ 15 credits, Professional Experience*               <ul style="list-style-type: none"> <li>▪ Internship</li> <li>▪ Service-Learning</li> <li>▪ Prior Learning (maximum of 6 credits)</li> </ul> </li> <li>▪ 3 credits, Global Studies Core Course</li> <li>▪ 3 credits, Cognitive Skills Core Course</li> <li>▪ 6 credits, Capstone Senior Seminar</li> <li>▪ 3 credits, Global Studies, Cognitive Skills, or Electives</li> </ul>	
* The number of credits taken in each Professional Experience category will vary depending upon a student's interests and the number of prior-learning credits he or she brings into the program.	
<b>UW-Stevens Point</b>	<b>30 Credits</b>
UW-Stevens Point** will provide:	
<ul style="list-style-type: none"> <li>▪ 9 - 12 credits, Global Studies</li> <li>▪ 9 - 12 credits, Cognitive Skills</li> <li>▪ 6 - 9 credits, Electives</li> </ul>	
** The number of credits taken in each category will depend on the category selected for the 3 credits taken at the UW Colleges that can be a Global Studies, Cognitive Skills or Elective course.	
<b>Total</b>	<b>60 Credits</b>

UW Colleges faculty and UW-Stevens Point faculty will plan the curriculum. UW-Stevens Point academic departments will be invited to participate. A list of Global Studies, Cognitive Skills, and Elective courses to be offered by UW-Stevens Point will be identified and approved by UW-Stevens Point faculty and the UW Colleges Senate Bachelor of Applied Arts and Sciences Curriculum Committee.

### **Application and Admission**

Applications will be accepted to the UW Colleges B.A.A.S. degree-completion program on the UW-Marshfield/Wood County campus throughout the year. Students will sign a release of information when they declare themselves an applicant, allowing UW Colleges, UW-Marshfield/Wood County, and UW-Stevens Point to share information freely for the purposes of enrollment decisions and planning for the continuing education of admitted students.

Admission will be to the UW Colleges and to the B.A.A.S. degree program. Students will apply in the standard manner using the University of Wisconsin Online Admission Application. The UW Colleges Office of the Registrar and the UW-Marshfield/Wood County Student Services Office will process the admission application using UW Colleges admission standards governed by UW Colleges Senate policies.

UW-Marshfield/Wood County advisors will inform students how to apply and enroll as special students at UW-Stevens Point. UW-Stevens Point will accept UW-Marshfield/Wood County students into the designated B.A.A.S. degree courses. UW-Stevens Point agrees to make available a specified number of seats to B.A.A.S. degree-seeking students each term. Students will be responsible for transferring courses completed at UW-Stevens Point back to UW-Marshfield/Wood County in order to complete the 60-credit requirement for the B.A.A.S. degree. The student's official transcript for the B.A.A.S. will be maintained by the degree-granting institution, the UW Colleges.

### **Tuition and Budgetary Considerations**

UW-Stevens Point shall receive the student FTE, credit hours, and tuition revenue for their courses.

If UW-Marshfield/Wood County faculty are selected and approved to teach UW-Stevens Point courses, UW-Stevens Point shall either hire these faculty members on an overload basis or reimburse the UW Colleges the salary and fringe cost needed to pay a backfill lecturer to teach the UW-Marshfield/Wood County course from which the faculty member is released. The fringe rate will be 41%.

Tuition and fees will be charged according to the institution delivering a course, and collected and retained by that institution.

UW Colleges tuition in the B.A.A.S. will be the same as the UW comprehensive institutions' standard tuition rate. Each institution's segregated fees will apply to its courses. Courses delivered online will be subject to each institution's online tuition rate and administrative fees.

## **Student Support Services**

UW-Marshfield/Wood County will provide academic, career, and financial aid advising for students enrolled in the B.A.A.S. degree-completion program.

## **Academic Advising**

UW-Marshfield/Wood County adult student advisors will be responsible for academic advising, including advising about UW-Stevens Point course requirements, course scheduling, and registering for classes. Staff from both institutions' Student Services offices will collaborate to ensure that students are enrolled in appropriate B.A.A.S. degree-completion program courses.

The UW Colleges B.A.A.S. Degree Program Manager will facilitate communication among UW Colleges and UW-Stevens Point academic departments, relevant governance groups, and the UW Colleges Office of the Registrar, and will keep UW Colleges adult student advisors updated on curricular matters.

## **Financial Aid**

UW-Marshfield/Wood County adult student advisors will work directly with the UW Colleges Adult Student Financial Aid Coordinator to provide B.A.A.S. degree-seeking students with financial aid advising. UW-Marshfield/Wood County shall process and disburse financial aid for students while they are enrolled in B.A.A.S. degree courses at UW-Marshfield/Wood County and as special students at UW-Stevens Point. To ensure that students receive financial aid from the UW Colleges, B.A.A.S. degree-seeking students must be enrolled in at least one UW Colleges course per term. UW-Marshfield/Wood County and UW-Stevens Point will establish a student financial aid consortium agreement in order for the student to receive financial aid while completing the BAAS program.

## **Library Services**

UW-Stevens Point will grant access to UW-Marshfield/Wood County B.A.A.S. degree-seeking students for library and all library services, and all services generally granted to special students when they are enrolled in UW-Stevens Point courses.

## **Student Misconduct**

Any case of academic misconduct involving a student enrolled in the B.A.A.S. degree will be managed by the policies and procedures in place at the institution providing the course. Any case of non-academic misconduct involving a B.A.A.S. degree candidate will be managed by the policies and procedures in place at the UW-Marshfield/Wood County campus.

## **Assessment**

Each institution will conduct student evaluations of teaching according to the policies of the institution offering the course. Program assessment will be completed by UW Colleges.

**Facilities and Resources**

In the cases where courses are delivered face-to-face or using compressed video, each institution shall be responsible for providing classroom facilities, scheduling, ordering course materials, paying costs for any technology required, etc. for their respective course offerings.

UW Colleges and UW-Stevens Point shall continue to plan as this program moves forward and this agreement shall be reviewed annually by the provosts at UW-Stevens Point and UW Colleges. The agreement may be terminated via written notification given at least one year prior to the termination date.

Agreed,

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Marv Van Kekerix  
Interim Chancellor  
UW Colleges/UW-Extension

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Bernie Patterson  
Chancellor  
UW-Stevens Point

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Date

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Date

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Gregory P. Lampe  
Provost and Vice Chancellor  
UW Colleges

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Mark Nook  
Provost and Vice Chancellor  
UW-Stevens Point

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Date

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Date

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Julie Tharp  
Interim Campus Executive Officer and Dean  
UW-Marshfield/Wood County

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Date