

0. Form OS - Off-Site Delivery of an Existing Program

**OFF-SITE DELIVERY OF AN EXISTING PROGRAM FORM**

Sponsoring Institution (s): Northwest Missouri State University

Program Title: Business Management Major (2+2 completion)

Degree/Certificate: Bachelor of Science

Institution Granting Degree: Northwest Missouri State University

Delivery Site(s): Metropolitan Community College - Maple Woods Campus  
2601 NE Barry Road, Kansas City, Missouri 64156

Mode of Program Delivery: Face to face, web-enhanced and practicum

Geographic Location of Student Access: Northwest campus and MCC-Maple Woods campus

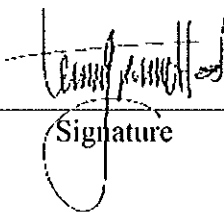
CIP Classification: 520201 (Please provide a CIP code)

Implementation Date: Fall 2015  
(Semester and Year)

Cooperative Partners: Northwest Missouri State University and Metropolitan Community College

**AUTHORIZATION**

Timothy Mottet, Provost  
Name/Title of Institutional Officer



Signature

January 30, 2015  
Date

Gregory Haddock, Vice Provost  
Person to Contact for More Information

(660) 562-1145  
Telephone

1. Need (Form SE - Student Enrollment Projections)

Student Demand:

i. Estimated enrollment each year for the first five years for full-time and part-time students (Please complete Form SE.)

<i>Year</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>
<i>Full-time</i>	<u>35</u>	<u>40</u>	<u>50</u>	<u>50</u>	<u>50</u>
<i>Part-time</i>	_____	_____	_____	_____	_____
<i>Total</i>	<u>35</u>	<u>40</u>	<u>50</u>	<u>50</u>	<u>50</u>

ii. Will enrollment be capped in the future?

There are no current plans to cap enrollment in the future.

What method(s) or data were used to project student enrollment for this proposed program?

Metropolitan Community College leadership, specifically at the Maple Woods campus, has indicated a need for an on-site completion program. Their student demand shows that a large number of students are desiring to finish this program in the area and not on our campus.

A. Market Demand:

i. National, state, regional, or local assessment of labor need for citizens with these skills

A review of the placement of BS in Business Management shows that roughly 50% of our graduates find employment in the Kansas City region. The administrators at the Metropolitan Community College Maple Woods campus has shared data with completion of students showing strong numbers interested in business programs. Their surveys indicate that these students want to complete their 4-year degrees, but not leave the area.

B. Societal Need:

i. General needs which are not directly related to employment

Market demand and students' desire to complete their degrees without leaving the Northland area is a trend that we will continue to face in coming years.

C. Methodology used to determine "B" and "C" above.

3 years of Northwest Career Services Placement report, available here: <http://www.nwmissouri.edu/careerserv/faculty/placementreport.htm>  
MCC-Maple Woods completion data

## 2. Duplication and Collaboration

If similar programs currently exist in Missouri, what makes the proposed program necessary and/or distinct from the others at public institutions, area vocational technical schools, and private career schools?

This is an opportunity for Northwest Missouri State to collaborate with Metropolitan Community College to create completion programs for placebound students with an interest in a four-year degree in business areas.

Does delivery of the program involve a collaborative effort with any external institution or organization?

Yes (If yes, please complete Form CL.)

### *Form CL – Collaborative Programs*

**Sponsoring Institutions:** Northwest Missouri State University  
Metropolitan Community College of Kansas City

**Degree program:** B.S Business Management

**Length of agreement:** open-ended

1. Which institution(s) will have degree-granting authority?

Metropolitan Community College (MCC) will have authority for the granting of an A.A. degree. Northwest Missouri State University will have degree-granting authority for the B.S. Business Management.

2. Which institution(s) will have the authority for faculty hiring, course assignment, evaluation, and reappointment decisions?

Northwest Missouri State University will make hiring decisions related to courses in the Education Curriculum.

MCC will have hiring authority for all faculty teaching courses in the General Education/Studies curriculum as identified in the Articulation Guide (Attachment A). Instructors in the major Core Curriculum will be evaluated at the end of each term for the purpose of reappointment.

3. What agreements exist to ensure that faculty from all participating institutions will be involved in decisions about the curriculum, admissions standards, exit requirements?

A memorandum of understanding currently exists with MCC (Attachment B). This agreement allows for the transfer of students attending Missouri based community colleges to four-year institutions for the completion of a baccalaureate degree. This agreement between Northwest Missouri State University and MCC allows for concurrent

## 2. Duplication and Collaboration

enrollment once students have been accepted to the B.S. Business Management program offered through Northwest Missouri State University.

4. Which institution(s) will be responsible for academic and student-support services, e.g., registration, advising, library, academic assistance, financial aid, etc.?

MCC will be responsible for all student-support services as students pursue their A.A. degree. Once the students have been accepted into the B.S. program; faculty from the Northwest Department of Business will be responsible for advisement and registration, students will be eligible for scholarships through Northwest, financial assistance maybe a shared responsibility, and joint library and computer services will be offered.

5. What agreements exist to ensure that the academic calendars of the participating institutions have been aligned as needed?

Under the existing memorandum of understanding the course and financial calendars have been rectified. All Northwest courses meeting on the MCC campus will follow the MCC academic calendar.

6. In addition to the information provided by each participating institution regarding Financial Projections (Form FP), please address the following items:

- A. How will tuition rates be determined if they differ among the institutions?

All courses taken through MCC will be paid at the tuition and fee rates established by MCC. Once admitted to the B.S. program, courses taken through Northwest will be paid at the tuition and fee rates established by the Northwest Missouri State University Board of Regents.

- B. Has a formal agreement been developed regarding cost-sharing policies? If yes, please include it as part of the proposal. If no, please summarize the current understanding between all parties and the plans for developing a formal agreement.

No formal agreement exists regarding cost-sharing. Agreements have been made related to promotion of the B.S. program (i.e. Northwest elementary education program information will be listed in the MCC course offerings, space for promotional signage will be provided, scheduling and cost for classroom space has been set, and space for faculty during pre-registration periods has been discussed).

- C. What arrangements, if any, have been made for exchange of money between participating institutions?

Northwest Missouri State University has a facility use agreement with the Maple Woods campus.

7. What commitments have been made by all participants to evaluate the program systematically?

Individual courses and instructors will be evaluated each term. Northwest and MCC will conduct a joint annual review of the program.

8. If one institution wishes to discontinue the program, what agreements exist for terminating the offering?

## 2. Duplication and Collaboration

The annual review will serve as the primary factor for determination of agreement continuation.

4. Program Characteristics and Performance Goals: (Form PG).

**PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS**

Institution Name: Northwest Missouri State University

Program Name: Business Management (2+2 Completion)  
B.S.Ed. in Elementary Education (Certifies Grades 1-6)

Date: January 30, 2015

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

**Student Preparation**

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

Students must have completed the Associate of Arts requirements as identified in the Articulation Guide between Northwest Missouri State University and The Metropolitan Community Colleges.

- Characteristics of a specific population to be served, if applicable.

N/A

**Faculty Characteristics**

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.

Faculty will be qualified to teach the coursework and will be monitored by university Outreach as well as the department of Professional Education on campus.

- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.

80% FTE will be adjunct, 20% full-time faculty

- Expectations for professional activities, special student contact, teaching/learning innovation.

NA

**Enrollment Projections**

- Student FTE majoring in program by the end of five years.

50

#### 4. Program Characteristics and Performance Goals: (Form PG).

- Percent of full time and part time enrollment by the end of five years.

Expectation is that most students will be full-time. There are online courses available through the main campus and there is the possibility that this will give flexibility to the students who choose part-time. 80% full-time, 20% part-time

#### Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.

We anticipate 15 per year in three years, and 25 per year in five years.

- Special skills specific to the program.

As a completion program skills will match the on-campus major.

- Proportion of students who will achieve licensing, certification, or registration.

NA

- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.

Students will take a major field test, expectation is that over 50% will score above 50-percentile to match campus performance

- Placement rates in related fields, in other fields, unemployed.

We anticipate a placement rate of 90-95%.

- Transfer rates, continuous study.

N/A

#### 5. Quality Assurance for Off-Site Programs:

- General Oversight: Describe the manner in which this program will be managed. How does the management of this program fit within the institution's academic administrative structure?

Business programs at Northwest Missouri State University are assured quality through accreditation by the Accreditation Council for Business Schools and Programs (ACBSP). Curriculum is maintained and controlled by the faculty of the department of Business.

- A. Faculty Qualifications: How do the qualifications of faculty at this site compare with those of faculty for this program at the main campus? Please also note the comparable data regarding the proportion of course-section coverage by full-time faculty at each site.

Faculty are qualified to teach whether full-time, part-time, or adjunct instructors.

Support Services: Describe how the institution will ensure that students at this site will be able to access services such as academic support, library, computing, and financial aid, as well as other administrative functions, at a level of quality comparable to that of on-campus programs.

4. Program Characteristics and Performance Goals: (Form PG).

The institution provides the same student support features for all students, whether on campus, off campus, or online. This includes the library, technical computing (laptop), textbook rental, and services such as cashiering, advising, and financial aid.

6. Any Other Relevant Information:

See attachments beginning next page.

Appendix A - Facility agreement with Metropolitan Community College at Maple Woods

Appendix B - Articulation agreement showing completion requirements with Northwest



## Appendix A - Facility agreement with Metropolitan Community College at Maple Woods

### FACILITY USE AND SERVICES AGREEMENT

This Facility Use and Services Agreement (Agreement) is made by and between the Junior College District of Metropolitan Kansas City, Missouri aka Metropolitan Community College on behalf of its Maple Woods campus (MCC), whose principal office is located at 3200 Broadway, Kansas City, Missouri 64111, and Northwest Missouri State University on behalf of its Kansas City Center (Northwest), an educational institution with a principal address of 800 University Drive, Maryville, Missouri 64468.

Whereas, MCC normally uses their property for higher education (undergraduate level degrees) and related activities.

Whereas Northwest needs office and classroom space for holding graduate classes, and MCC has agreed to allow Northwest to use space provided for the Northwest Missouri State University Kansas City Center.

NOW, THEREFORE, for good and valuable consideration as described herein, the parties hereto agree as follows.

#### 1. Premises and Equipment.

1.1. **Use of Premises.** MCC agrees to grant to Northwest the use of office and classroom space located at its MCC Maple Woods campus (Premises), 2601 NE Barry Road, Kansas City, MO 64156. Specific office and classrooms to be determined by mutual agreement of the parties. Northwest shall provide sole supervision of Students at all times while on the Premises, and be responsible for the actions of any Student, but only if such Student's actions are a direct result of and caused by the negligent act of Northwest. Northwest agrees that it will not use the premises for any unlawful purposes, and will obey all laws, rules, and regulations of all governmental authorities while using the above described facilities. Northwest agrees that it will not use the premises for any purpose that is contrary to the mission, purpose or belief of MCC.

1.2. **Condition of Premises.** Northwest shall not use the Premises for any other purpose other than as stated hereunder. Northwest accepts the Premises in present condition and agrees to keep and maintain the same in as good condition as at present, free from debris, and to commit no acts of destruction or other acts tending to injure or deface the equipment and/or Premises. Upon termination of Agreement, Northwest agrees to remove any equipment it has installed and surrender the Premises to MCC in good condition, ordinary wear and tear excepted.

1.3. **Possession of Premises.** Northwest shall take possession of the Premises no sooner than December 16, 2013 (Possession Date). Northwest's possession of regular classroom space for use by its students (Student(s)) is on an "as available" basis based on MCC's educational needs. President Uptal Goswami of MCC Maple Woods campus, and Northwest's Outreach Director shall further coordinate the details of classroom location and usage, except as otherwise may be provided for herein.

1.4. **Equipment.** MCC shall provide Northwest access to copier(s) as needed. Northwest agrees to provide all its own furniture, computers and printers, and other necessary supplies and equipment. Further, Northwest shall install interactive television (ITV) equipment in up to a maximum of four (4) classrooms: a) at Northwest's own risk and expense; and b) coordinate installation project management of its contractor's, Sytec Corporation, activity with MCC's

Appendix A - Facility agreement with Metropolitan Community College at Maple Woods Page 2 of 4

Network Services Department and Facilities staff, and with the mutual agreement of President Goswami. Pursuant to §5.2 herein, Northwest agrees to hold harmless MCC for the theft or damage of its equipment located and/or installed on the Premises.

**2. Term, Termination, Cancellation.**

**2.1. Term and Termination.** The term of this Agreement shall commence on December 16, 2013 and end December 31, 2015. If the Premises shall be destroyed or so damaged by fire or other unavoidable casualty whereby the use of the Premises is impracticable, this Agreement shall automatically terminate and fees are payable only for actual use prior to such casualty.

**2.2 Cancellation.** This Agreement may be cancelled unilaterally by either party with such cancellation to be received in writing at least three (3) business days prior to Possession Date hereunder.

**3. Renewal.**

This Agreement may be renewed for two (2) additional one (1) year terms upon the mutual written agreement of the parties.

**4. Fees and Expenses.**

**4.1. Facility Fees.** In consideration of the parties ongoing partnership, no fees will be charged to Northwest for the space. However, as mutually agreed to by the parties Northwest may be invoiced for appropriate setup time and overtime for Facilities staff and MCC Police services.

**4.2. Expenses.** Fees for copiers shall be paid at the end of every semester within the term upon receipt of an invoice therefore.

**4.3. Payment.** All payments shall be made to MCC-Maple Woods and mailed to Attn: Brian Bechtel, MCC-Maple Woods, 2601 NE Barry Road, Kansas City, MO 64156.

**5. Liability Requirements.**

**5.1. Insurance.** Northwest agrees to maintain an insurance policy with comprehensive general liability coverage of not less than \$2,000,000 per occurrence and \$2,000,000 in the aggregate. A certificate of insurance evidencing this coverage, including thirty (30) day advance written notice of cancellation or change, shall be issued to MCC.

**5.2. Liability Responsibility.** The parties acknowledge that each party is a public entity covered by sovereign immunity, and nothing in this Section shall be deemed to be inconsistent with applicable law. Each party shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents, or employees. Each party agrees to hold harmless, indemnify and defend the other party (including the other party's agents, employees, and representatives) from any and all liability for injury or damage including, but not limited to bodily injury, personal injury, emotional injury, or property damage which may result

from any person using the above described premises, its entrances and exits, and surrounding areas, for Northwest's purposes, regardless of whether such injury or damage results from the negligence of a party (including such party's agents, employees, and representatives). The foregoing notwithstanding, the parties shall continue to enjoy all rights, claims, and defenses available to them under the applicable state law.

**6. Miscellaneous.**

**6.1. Notices.** Communications relating to this Agreement shall be in writing and communicated by certified mail, return receipt requested, or overnight courier to the addresses first provided in this Agreement or as may be later designated by written notice to the other party. If to MCC, communications shall be addressed to the Chief of Staff to the Chancellor; if to Northwest, communications shall be addressed the Office of the President, Dr. John Jasinski.

**6.2. Non-Discrimination.** Northwest agrees that it will not discriminate against any person on the basis of religion, color, ethnic group identification, sex, sexual orientation, age, physical or mental disability, or other protected class status.

**6.3. Powers and Authority.** Neither party may sign any document, perform any act, or make any commitment nor undertaking on behalf of the other party without such other party's express written consent.

**6.4. No Agency.** Nothing in this Agreement shall create an agency, partnership, or joint venture between MCC and Northwest.

**6.5. Compliance with Laws.** During the performance of its obligations under this Agreement, Northwest agrees to conduct its activities hereunder in strict compliance with all applicable federal, state, and local laws, as well as the policies and procedures of MCC.

**6.6. Governing Law.** This Agreement is governed by and constructed in accordance with the laws of the state of Missouri.

**6.7. Severability.** If, for any reason, any provision hereof shall be determined to be invalid or unenforceable, the validity and effect of the other provisions hereof shall not be affected thereby.

**6.8. Waiver.** Failure of either party to insist upon strict performance of the terms of this Agreement shall not be construed as a waiver of such party's rights to later enforce any provision thereof.

**6.9. Dispute.** MCC and Northwest agree that any disputes arising under this agreement will be resolved via a mutually acceptable alternative dispute resolution process.

**6.10. Remedies.** All rights and remedies of the parties, in law or equity, are cumulative and may be exercised concurrently or separately. The exercise of one (1) remedy will not be an election of that remedy to the exclusion of other remedies.

**6.11. Successors and Assignments.** This Agreement shall not be assigned by either party without the prior written consent of the other party and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

Appendix A - Facility agreement with Metropolitan Community College at Maple Woods

**6.12. Entire Agreement.** This Agreement constitutes the entire agreement and understanding between the parties with respect to the subject matter hereof and supersedes all offers, negotiations, discussions, and other agreements that occurred prior to the date of the execution of this written Agreement. Any amendments to this Agreement must be in writing and executed by both parties.

The parties have caused this Agreement to be executed and do each hereby represent and warrant that their respective signatory whose signature appears below has been and is, on the day and year first written below, fully authorized by all necessary and appropriate actions to execute this Agreement.

**Junior College District of Metropolitan  
Kansas City, Missouri**

By: Mark S. James

Name: Mark S. James

Title: Chancellor

Date: 11/6/13

**Northwest Missouri State University**

By: Douglas N. Dunham

Name: Douglas N. Dunham

Title: Provost

Date: October 30, 2013

## Appendix B - Articulation agreement showing completion requirements with Northwest



### Advisement and Transfer Affairs

237 Administration Building ■ 600 University Drive ■ Maryville, MO 64468-6001  
660.562.1951 office ■ lchand@nwmissouri.edu ■ www.nwmissouri.edu

## ARTICULATION AGREEMENT BETWEEN METROPOLITAN COMMUNITY COLLEGE –KANSAS CITY AND NORTHWEST MISSOURI STATE UNIVERSITY

AAS in Business Management to BS in Business Management  
Northwest Catalog 2012-2014

### OVERVIEW:

This formal program articulation agreement is made and entered into by Northwest Missouri State University, hereinafter referred to as Northwest, and Metropolitan Community College – Kansas City, hereinafter referred to as MCC-KC. By this agreement MCC-KC and Northwest express a shared commitment to increasing opportunities for student access to and success in higher education. By clarifying transfer policies and procedures which assure articulation between programs, the institutions seek to assist students in making a seamless transfer from the associate to the baccalaureate degree.

### PURPOSE:

This agreement provides students who have earned an Associate of Applied Science in Business Management the opportunity to complete a Bachelor of Science in Business Management at Northwest. Any MCC-KC student who has earned an Associate of Applied Science in Business Management is guaranteed that Northwest will accept designated freshman and sophomore business management credit hours as designated in this agreement, general education credits required for the AAS degree, plus any freshman and sophomore general education hours required by Northwest beyond the AAS degree. Northwest will apply such to the Bachelor of Science in Business Management degree in a manner consistent with the treatment of native students.

### CONDITIONS OF TRANSFER:

#### Section I: Admissions and Matriculation

MCC-KC students maintaining continuous enrollment under this agreement or matriculating into Northwest within 18 months from the last registration date with MCC-KC will be afforded the same treatment and protection as Northwest native students enrolled under the Northwest catalog in effect the year the student officially matriculates into MCC-KC. This agreement is in effect for students matriculating into MCC-KC during the 2012-2014 catalog. Students entering under later catalogs must meet the requirements of the respective catalogs. Every effort will be made to update agreements as new catalogs come into effect.

Criteria for acceptance into the Bachelor of Science in Business Management will be the same for transfer as for native students.

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## Appendix B - Articulation agreement showing completion requirements with Northwest

Students seeking admission to Northwest must have a minimum 2.00 cumulative grade point average (gpa) in transfer.

Admission to some undergraduate programs is competitive. While all students who achieve a 2.00 cumulative gpa in transfer will be fully considered, Northwest may offer admission to students based on their relative ranking of the college cumulative gpa.

The grade point average used to determine admission to the baccalaureate program will be calculated based upon the academic policies of Northwest. Courses in progress will not be used for calculating grade point average.

MCC-KC, upon the request of students, will provide verification of completed courses to Northwest through its Office of Registrar.

The transcript of students transferring from MCC-KC will be evaluated by representatives from the Business and Professional Program at MCC-KC and the Office of Admissions at Northwest.

The Office of Admissions at Northwest has established application procedures. Students should contact the Office of Admissions for details or consult the Northwest Undergraduate Academic Catalog.

Transfer students from MCC-KC will have access to financial aid, scholarships, and student services. Students will be referred to "Financing Your College Education," available from Northwest's Financial Aid Office, for more details.

Northwest will apply the same academic progress and graduation standards to MCC-KC transfer students as those applicable to native students.

### Section II: Transfer of Credit

Courses that are non-college level (commonly less than 100 level courses) are not transferable toward a baccalaureate degree.

Only academic courses with passing letter grades (A, B, C, D) will be accepted for graduation requirements.

Most major and common professional component courses require a C or better. Those courses are outlined in the Northwest catalog.

Students who have earned scores on Advanced Placement tests (AP) or International Baccalaureate (IB) tests offered in high school may be awarded college credit after evaluation of official score reports from the College Entrance Examination Board. Accepted credit will be recorded on a student's transcript in accordance with the Northwest's credit for external examinations policy. Credit is not granted for an AP exam if the student has completed a college course equivalent to the AP exam.

Students may earn college credit by examination in the College Level Examination Program (CLEP) in selected exams if scores earned meet the score requirements outlined in Northwest's university catalog. Official score reports must be submitted to the Office of Admissions at Northwest.

Northwest will accept for credit courses taken while the student is enrolled in high school in a Dual Enrollment Program as long as the courses are not vocational in nature and follow the Missouri CBHE State Guidelines for Dual Enrollment Courses Issued October 1999. In order to have credit evaluated

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## Appendix B - Articulation agreement showing completion requirements with Northwest

and granted, the Office of Admissions must receive an official college transcript from the college or university granting the credit.

### Section III: Program Plan

Students falling under this program articulation agreement will be responsible for successfully completing the following requirements.

#### METROPOLITAN COMMUNITY COLLEGE ASSOCIATE OF APPLIED SCIENCE in BUSINESS MANAGEMENT

##### **General Education Requirements 18 hours**

<u>Course Title</u>	<u>Hours</u>	<u>Northwest Equivalent</u>	<u>Hours</u>
ECON 210 Macroeconomics*	3	52-150 General Economics I*	3
ENGL 101 Composition and Reading I	3	10-111 Composition	3
POLS 135 Intro to Political Science OR		Government Equivalent	3
POLS 136 Intro to Am National Politics	3	34-102 Intro to American Government	3
MATH 120 College Algebra*	3	17-118 College Algebra*	3
PSYC 140 General Psychology	3	08-103 General Psychology	3
SPDR 100 Fundamentals of Speech OR		29-102 Fund of Oral Communication	3
SPDR 102 Fund of Human Comm	3	29-102 Fund of Oral Communication	3

##### **Specific Program Requirements 24 hours**

<u>Course Title</u>	<u>Hours</u>	<u>Northwest Equivalent</u>	<u>Hours</u>
BSAD 101 Accounting Principles I*	3	51-201 Accounting I*	3
BSAD 204 Business Management*	3	54-313 Principles of Management*	3
BSAD 205 Marketing*	3	55-330 Principles of Marketing*	3
BSAD 221 Business Communications*	3	54-310 Managerial Communication*	3
BSAD 254 Business Law I*	3	53-311 Business Law I*	3
CSIS 115 Intro to Microcomp Apps*	3	44-130 Computers and Info Tech*	3
Suggested Electives (6 hours needed):			
MATH 115 Statistics*	3	17-114 General Statistics I*	3
ECON 211 Microeconomics*	3	52-151 General Economics II*	3

##### **Emphasis Requirements 21 hours**

<u>Course Title</u>	<u>Hours</u>	<u>Northwest Equivalent</u>	<u>Hours</u>
BSAD 105 Human Resources Mgmt	3	Elective	3
BSAD 109 Principles of Supervision	3	Elective	3
BSAD 120 Organizational Behavior	3	Elective	3
BSAD 127 Management Internship I	3	Elective	3
BSAD 128 Management Internship II	3	Elective	3
BSAD 102 Accounting Principles II*	3	51-202 Accounting II*	3
BSAD Elective	3	Elective	3

*Please note that BSAD 105 Human Resources Management and BSAD 120 Organizational Behavior are not equivalent to Northwest's 54-314 Human Resources Management and 54-316 Organizational Behavior and Theory.*

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## Appendix B - Articulation agreement showing completion requirements with Northwest

### The following courses (26 hours) may be taken at MCC-KC-KC or Northwest.

<u>MCC-KC Course</u>	<u>Hours</u>	<u>Northwest Course</u>	<u>Hours</u>
HIST 120 US History to 1865 OR		33-155 America – A Historical Survey	3
HIST 121 US History from 1865	3	History Equivalent	3
ENGL 102 Composition & Reading II	3	10-112 Composition	3
Life Science (choose one)	4	Life Science	4
BIOL 101, 102, 104, 106, 108, 109, 110, 118		Physical Science	4
Physical Science (choose one)	4		
CHEM 101, 105, 107, 111, PHYS 101, 104, 106, 112, 130, 220, GEOL 101		10-220 Introduction to Literature	3
Literature (choose one)	3		
ENGL 120, 121, 122, 124, 127, 128, 130, 140, 141, 142, 150, 151, 152, 155, 165, 167, 220, 221, 222, 223, 267		Humanities/Philosophy	3
Humanities/Philosophy (choose one)	3		
HIST 133, 134, 140, HUMN 133, 134, 140, 141, 145, 165, PHIL 100, 101, 102, 200, 201, 203, 204		Fine Arts	3
Fine Arts (choose one)	3		
ART 108, 150, 151, 159, 205, MUSI 108, 116, 160, SPDR 106, 114, 128		Multicultural/Diversity Requirement	3
Multicultural/Diversity Requirement (see general education agreement)	3		

### The following courses (39 hours) must be completed at Northwest.

53-324 Fundamentals of Business Finance*	3
54-315 Operations Management*	3
54-417 Organizational Policy & Decision Making*	3
55-438 International Business*	3
44-317 Management Information Systems*	3
54-314 Human Resource Management*	3
54-316 Organizational Behavior & Theory*	3
54-413 Business & Society*	3
54-320 Negotiations*	3
54-318 Entrepreneurship*	3
Students must take two of the following:	6
52-354 Labor Economics* (3)	
54-436 Mullinational Management* (3)	
54-415 Intern In Management* (3) OR	
55-435 Intern in Marketing* (3)	
55-440 Business Study Abroad* (3)	
Recommended Electives* :	3
Any 300- or 400- level business course or	
other 300- or 400-level advisor-approved elective	

**Total hours from both institutions required for B.S. In Business Management 124 Hours**

**Electives must be taken to total 124 credit hours.**

Students must complete a minimum of 60% (36 credit hours) of their major courses at Northwest.

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## Appendix B - Articulation agreement showing completion requirements with Northwest

\* Students must receive a 'C' or better in all common professional component and business major courses (noted by asterisk).

Student can complete the B.S. Business Management program completely online through Northwest following this agreement.

***While this agreement has not yet been signed by both institutions, Northwest maintains that credit will be transferred as written.***

Approved by:

\_\_\_\_\_  
Dr. Stephen Ludwig  
Department Chair  
Department of Business  
Northwest Missouri State University

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mrs. Beverly Schenkel  
Dean of Enrollment Management  
Northwest Missouri State University

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jacqueline I. Snyder  
Chancellor  
Metropolitan Community College – Kansas City

\_\_\_\_\_  
Date

*Updated February 3, 2014*