

**MEMORANDUM OF AGREEMENT BETWEEN
THE UNIVERSITY OF MEMPHIS AND
SOUTHWEST TENNESSEE COMMUNITY COLLEGE**

The following terms and conditions shall constitute a Memorandum of Agreement ("MOA") between the University of Memphis ("UofM") and Southwest Tennessee Community College (STCC) both public institutions of higher education within the State of Tennessee, collectively referred to as the "Parties."

I. Purpose

Partnership programs between 2-year and 4-year institutions have been recognized as a best practice for transfer student success for many years. Recently, models for transition programs have adapted to become more integrated and student-centered. The UofM and STCC recognize the benefits of such a success strategy, thus the purpose of this partnerships is to establish the One Step Closer initiative (OSC), which is a UofM program intended to provide certain benefits for students enrolled at STCC who desire to transfer to UofM.

This MOA is intended to detail the process by which students from STCC can participate in the OSC and benefits available to OSC participants who desire to transfer their studies from STCC to the UofM.

In consideration of the above stated premises and the mutual covenants and promises stated herein, it is agreed as follows:

II. Details of the OSC Initiative.

A. OSC Enrollment Eligibility. OSC is a program available to students who are enrolled at STCC in a university transfer pathway Associate's degree program. To be eligible for OSC Participation, a student must:

1. Be enrolled in a university transfer pathway Associate's degree program at STCC;
2. Be in good academic standing at STCC;
3. Satisfy all prerequisites for the OSC and as outlined in this MOA;
4. For students accepted to the OSC, each student must maintain continuous enrollment in a UofM zero-credit online course for each semester at STCC;
5. Maintain satisfactory academic progress for the duration of enrollment at STCC; and
6. Comply with the UofM rules, regulations, policies and admission standards, including its Student Code of Conduct, as well as the policies of STCC, including refraining from conduct that results in disciplinary action at STCC or UofM.

B. Student from STCC shall be ineligible for the OSC under the following circumstances:

1. The student fails to adhere to the requirements of the OSC while at STCC;
2. The student withdraws from the STCC and/or the OSC;

3. The student attends another institution, other than UofM and STCC, between enrollment in the OSC at STCC and formal transfer to UofM;
4. The student completes more than 60 credit hours prior to applying for the OSC;
5. Violation of UofM's or STCC's rules, regulations, or policies that limit admission edibility or participation in the OSC; or
6. Failure to meet the requirements outlined in this MOA.

C. OSC Enrollment Procedures.

1.1 Standard Enrollment Process

- 1.1.1 Eligible students from the STCC must complete the UofM's registration process for the OSC.
- 1.1.2 The UofM's Office of Admissions and Orientation will review all students' registration materials and notify the student of whether he/she has been accepted.
- 1.1.3 After confirmation of acceptance, a UofM Admissions and Orientation team member will follow up with the student regarding next steps for participation.
- 1.1.4 UofM's OSC registration process is subject to change. UofM will notify the STCC of all existing registration processes and of all future changes.

1.2 Direct Enrollment Process

- 1.2.1 Applicants to UofM will be notified that their application, if denied, may be forwarded to partnering institutions.
- 1.2.2 Applicants that do not meet current admissions criteria for UofM (OSC Prospects), but who are determined to be eligible for OSC admission will be forwarded to the community college partner for their admission consideration.
- 1.2.3 OSC Prospects will be notified their application is in consideration for OSC participation and be given a maximum of 15 days to opt out of application information sharing.
- 1.2.4 OSC Prospects admitted to the community college will be automatically admitted to OSC and will then be advised of the procedures to maintain active OSC status.

D. Technology Sharing

UofM and partner community college agree to work toward greater alignment utilizing available technology including but not limited to:

- 1.1.1. DegreeWorks or similar degree progress tracking tool
- 1.1.2. Slate or similar CRM for application processing
- 1.1.3. Ellucian Banner or similar ERP system to link student enrollment data, improve transferability and reduce the burden on the student.

III. UofM shall provide the following to STCC students who participate in the OSC:

A. UofM Admission.

1. The UofM shall provide guaranteed admission to STCC students who satisfy the following requirements:

- a. The student participates in the OSC, completes his/her Associate's degree from STCC, and has a 2.0 GPA or higher following completion of his/her Associate's degree; **or**

b. The student participates in the OSC, has completed at least 15 or more transferable college credit hours (excluding Applied Science and non-credited courses that are not part of an articulation agreement) from STCC, and has a 2.5 GPA or higher.

2. Transfer credit agreement for OSC participants:

a. The UofM will accept all credits for transfer from students who complete an Associate's degree, including satisfaction of all general education requirements; except for Associate's degree programs that do not include general education requirements (*note: upper-division courses may not apply towards some major curriculum requirements*).

b. Students are encouraged to complete an Associate's degree prior to transfer, however, the UofM will accept applications from those who meet the requirements of **Section 111.A.1.b** above. Students transferring without an Associate's degree will have credits evaluated on a course-by-course basis. All credit hours a student seeks to transfer to UofM must meet all UofM transfer credit standards at the time the student seeks admission.

3. Eligible participants may transfer to the UofM no later than the fall or spring semester immediately following completion of the Associate's degree. The UofM Office of Admissions and Orientation may grant an enrollment extension for extenuating circumstances. Extension shall be no greater than one year from completion of the Associate's Degree.

4. The UofM Office of Admissions and Orientation may review any student who does not initially meet these requirements and may grant permission to participate on a case-by-case basis.

5. This MOA provides only for general admission to UofM. Requirements for admission to individual academic programs vary and may require additional standards for admission.

6. Student transfer admission is subject to the policies and procedures of both Parties, as well as any state or federal regulations that might be implicated by the transfer.

7. A student who is ineligible for the OSC and desires UofM admission may still apply and be eligible for admission under the UofM's regular transfer process

B. Admission Application Fee Waiver. Students must submit an admission application for transfer. Participants of the OSC are eligible to receive an application fee waiver (paid by the UofM) if they meet the enrollment eligibility requirements under this MOA.

C. Access to pre-enrollment counseling including intermediate transfer credit course checks, as well as, expedited transfer credit evaluation after admission to the UofM.

D. Locked-in degree requirements. Students have the choice of completing the UofM degree requirements in effect at the time they enroll in the OSC or completing new requirements that may go into effect at the time they transfer and enroll as a full-time student at the UofM.

E. Priority review for Reverse Transfer eligibility the first two semesters after official transfer and enrollment as a full-time student at the UofM.

F. Pre-Transfer counseling offered at STCC and/or at the UofM with an academic advisor.

G. Make academic scholarships available to students from STCC under the following circumstances:

1. The Student was enrolled in OSC;
2. The Student completed his/her Associate's degree at STCC;
3. Student has a 3.00 cumulative transfer GPA or higher following completion of his/her Associate's degree from STCC; and
4. The student enrolls as a full-time student at UofM in accordance with the terms of this MOA.
5. Eligible students shall receive a \$4,000 annual scholarship that will be disbursed in the amount of \$2,000 per semester and is renewable for a maximum of four semesters per the terms of the UofM's Community College Transfer Scholarship requirements. To be eligible for scholarship renewal the student must maintain continued enrollment at UofM.
6. UofM scholarship criteria and standards are subject to change.

H. Access to UofM facilities and services. Students who participate in OSP will have the option to pay a program fee per semester for access to certain UofM benefits while the student is enrolled at STCC. Examples of benefits include:

1. Access to UofM Campus ID Card.
2. Access to UofM email address.
3. Access to certain UofM facilities: Library, Maxine A. Smith University Center Tech Hub, Brad Martin Student Wellness Center, Lambuth Campus.
4. Access to student Activities programming events.
5. Access to athletic events in the same manner as enrolled UofM students.
6. Access on the Blue Line Transit.
7. Free general parking permit.
8. Access to Campus Housing available at UofM, including its Lambuth campus (*Housing application required, standard Housing rates apply, subject to space availability and all UofM housing rules, regulations and policies*).

Note: Access to the above listed benefits is subject to UofM rules, regulations and policies, and are subject to change.

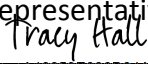
I. STCC agrees to the following responsibilities:

1. To promote and market the UofM One Step Closer program (not exclusively) on their campus both physically and electronically;
2. To collaborate with UofM Office of Admissions and Orientation to establish a reoccurring date (i.e., monthly)/time/space (physical or virtual) for transfer admission counselors to engage with students;
3. To allow the UofM to display the partner institution's logo on the UofM website and in promotional materials as a OSC partner community college;
4. To allow UofM access to students for recruitment visits and/or general meetings as agreed to between the Parties;
5. To provide the UofM a list of fall and spring graduation applicants;
6. To jointly promote the OSC; and
7. To provide UofM space for events and meetings with prospective students.

J. General Terms and Conditions:

- 1. This MOA will become effective from date of signing (by both parties). This MOA shall last no longer than five (5) years from the effective date with an option for extension upon mutual written agreement. Either of the Parties may terminate their obligations under this MOA by giving a thirty (30) days' written notice. However, in no event shall termination affect the scholarship eligibility of STCC's students already admitted to the UoM.
- 2. This MOA shall not constitute, create, or in any way be interpreted as a joint venture, partnership, or formal business organization of any kind.
- 3. This MOA shall be governed by and construed and enforced in accordance with the laws of the State of Tennessee.
- 4. No party may assign or transfer its interest hereto without the written consent of the other parties.
- 5. No Party shall be liable for any breach of this MOA or non-performance of its obligations under this MOA on account of Force Majeure. Force Majeure means any event of an unforeseeable cause beyond the control and without the negligence of the Parties, including, but not limited to, fire, flood, other severe weather, acts of God, war, terrorism, pandemic, epidemic, government restrictions, quarantine, or the like.
- 6. No amendment or modification to this MOA, including any amendment or modification of this paragraph, shall be effective unless in writing and signed by both Parties.
- 7. If any provision of this MOA is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall in no way be affected or impaired.
- 8. This instrument contains the entire agreement of the parties with respect to the subject matter hereof. The provisions hereof may be modified or waived only by an agreement in writing signed by the party against whom enforcement of any waiver, change, modification, extension, or discharge is sought.

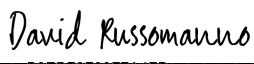
IN WITNESS WHEREOF, the Parties have caused this MOA to be executed by their duly authorized

DocuSigned by:
representative:

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JS

Southwest Tennessee Community College
Dr. Tracy Hall
President
2024-12-12 | 11:39 AM PST

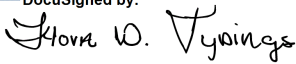
Date

Signed by:

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~~Dr. Bill Handgrave~~
David Russomanno
~~President~~

The University of Memphis
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Date

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DS


Flora W. Tydings, Chancellor
Tennessee Board of Regents
2024-12-12 | 1:47 PM CST