

COMPLETION TRANSFER PATHWAYS ARTICULATION AGREEMENT

Between

CUYAHOGA COMMUNITY COLLEGE

And

TIFFIN UNIVERSITY

For

ASSOCIATE OF ARTS, ASSOCIATE OF SCIENCE, ASSOCIATE OF APPLIED SCIENCE, AND ASSOCIATE OF APPLIED BUSINESS DEGREE COMPLETION TRANSFER

THIS ARTICULATION AGREEMENT (the "Agreement") is entered into on this 30th day of October, 2020 (the "Effective Date") by and between Cuyahoga Community College District (Hereafter referred to as "the College"), with an address at 700 Carnegie Avenue, Cleveland, Ohio 44115-2878; and Tiffin University (Hereafter referred to as "Tiffin"), with an address at 155 Miami Street, Tiffin, OH 44883. The College is an institution of higher education established pursuant to Section 3354 of the Ohio Revised Code and Tiffin is a non-profit institution of higher education pursuant to Ohio nonprofit corporation law. The College and Tiffin (either or both of which may hereinafter be referred to respectively as "Party" or "Parties") desire to enter into a contract pursuant to which students of the College would be eligible for articulated course credits at Tiffin, according to the terms contained in this Agreement.

ACCORDINGLY, in consideration of the promises and mutual covenants contained in this Agreement, and of other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Description of Articulation Program.

- a. Definitions. Articulation Criteria and Articulation Benefits are defined on Attachment A.
- b. Articulation Benefits to Students. Tiffin will provide the Articulation Benefits at no charge to past and present students of the college who meet the Articulation Criteria.
- c. Accreditation of the College. The College warrants that it is accredited by the Higher Learning Commission. The College will notify Tiffin if such accreditation ceases to exist.
- d. Accreditation of Tiffin. Tiffin warrants that it is accredited by Higher Learning Commission. Tiffin will notify the College if such accreditation ceases to exist.
- e. Admissions Processing. For those past or present students who meet Articulation Criteria 1(a-d), Tiffin will consider their applications for admission in accordance with standard Tiffin admission application evaluation criteria, while favorably recognizing students' accomplishments at the College.
- f. Non-Exclusivity. This Agreement is not exclusive, and either Party may enter into similar agreements with any other Party.
- g. Advising. Upon execution of this agreement, Tiffin will work with the College to develop strategies to provide College students and graduates timely information about program opportunities and program requirements. Transfer Pathways/Degree Plans will be published and reviewed as needed.
- h. Transfer Pathway Review. Transfer degree pathways will be reviewed and published annually. Tiffin and the College will each identify a staff member to serve as a contact to assure continued communication between the two institutions on matters relating to this agreement and to review transfer pathways. Each institution will work in good faith to modify their policies, procedures, etc. to accommodate the changing needs of their partner.
- i. Program-specific admission requirements. Admission and academic requirements for specific baccalaureate degrees are exclusively the responsibility of Tiffin and its academic units to determine and administer. Nothing in this agreement alters or amends the admission, academic or graduation requirements that Tiffin units may establish and amend from time to time, providing that changes remain in conformity with any specific amendments to this contract which may be agreed to, in written form, by the parties, during the term of this Agreement.

2. Term and Termination.

- a. Term. This Agreement will run from the Effective Date and shall automatically expire on the last day of the 2024 Spring term of the College.
- b. Termination.
 - i. Either party may terminate this Agreement in the event of a material breach by the other party, effective upon the later date to occur of (i) the end of the next admissions application and review period of Tiffin, or (ii) the date that is 90 days after the notice that includes a description of the breach; *provided* in either case that the breaching party shall be allowed until said effective date to cure said breach, and if the breach is so cured the termination notice will be of no effect.
 - ii. Either party may terminate this Agreement at any time for any or no reason, effective one year after providing written notice of its intent to terminate to the other party.
- c. Post-Termination. Upon expiration or termination of this Agreement for any reason, College students previously accepted by or admitted to Tiffin shall continue to receive the benefits contemplated by this Agreement and the Tiffin catalog rights from the term in which they are admitted to Tiffin as set forth in Attachment A which is attached hereto and made a part of this Agreement.

3. Miscellaneous

- a. Severability. If any Section or provision of this Agreement be held illegal, unenforceable or in conflict with any law by a court of competent jurisdiction, such Section or provision of this Agreement shall be deemed severed from this Agreement and the validity of the remainder of this Agreement shall not be affected thereby.
- b. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of Ohio applicable to contracts made and to be enforced wholly within Ohio.
- c. Jurisdiction; Venue. The Parties to this Agreement each specifically consent to jurisdiction in Ohio in connection with any dispute between the Parties arising out of this Agreement or pertaining to the subject matter hereof. Venue for any dispute between the Parties arising out of this Agreement or pertaining to the subject matter hereof will be in the U.S. District Court for the Northern District of Ohio or in the state courts of Ohio sitting in Cuyahoga County.
- d. Survival. Section 2(c) and this Section 3 will survive termination or expiration of this Agreement.
- e. Notices. All notices or other written communications relating to termination, expiration, or any other legal matter relating to this Agreement will be effective when received in accordance with this Section 3(e) and must be given in writing by courier or reputable overnight delivery service, by certified mail, return receipt requested, or if it is delivered by email, when the recipient, by an email sent to the email address for the sender stated in this section 3(e) or by a notice delivered by another method in accordance with this section 3(e), acknowledges having received that email, with an automatic “read receipt” not constituting acknowledgment of an email for purposes of this section 3(e) to either Party at the following address (or to such other address as such Party may substitute, by providing a written notice in the manner specified in this Section):

For Cuyahoga Community College District:
Lindsay S. English, Ph. D.
Vice President, Learning and Engagement
700 Carnegie Avenue
Cleveland, OH 44115

For Tiffin University:
Amy Wood, Ph.D.
Vice President, Enrollment Management
155 Miami Street
Tiffin, OH 44883

With a copy to:
Office of General Counsel and Legal Services
Cuyahoga Community College
700 Carnegie Avenue
Cleveland, OH 44115

- f. Waivers and Amendments. The waiver by either Party of any provision of this Agreement on any occasion and upon any particular circumstance shall not operate as a waiver of such provision of this Agreement on any other occasion or upon any other circumstance. This Agreement may be modified or amended only via a writing signed by both Parties.
- g. Assignment. Neither Party may assign its rights or delegate its duties under this Agreement. Any attempted assignment or delegation in violation of this Section would be null and void.
- h. Complete Agreement; Integration. This Agreement contains the complete understanding of the Parties with respect to the subject matter hereof and supersedes all other agreements, understandings, communications and promises of any kind, whether oral or written, between the Parties with respect to such subject matter.
- i. Counterparts: Facsimile Signatures. This Agreement may be executed in multiple counterparts, all of which shall be originals and which together shall constitute a single agreement. For the purpose of interpreting this Agreement, facsimile signatures shall be considered equivalent to original signatures.
- j. Independent Contractors. The Parties are independent contractors, and no agency, partnership, franchise, joint venture, or employment relationship is intended or created by this Agreement. Neither Party shall make any commitment, or give the impression that it has authority to make any commitment, on behalf of the other Party.
- k. Compliance with Laws. The Parties will comply with all applicable laws and regulations in performing their obligations hereunder. When taking actions (or failing to act) in any way relating to this Agreement, each Party agrees that it will not unlawfully discriminate against any person on the basis of race, sex, sexual orientation, religion, disability, age, national origin, or ancestry, genetic information, military status, gender identity and expression, veteran status, pregnancy or color.
- l. Data Exchange. The parties should be prepared to exchange information annually regarding student success related to this Agreement. The College will provide upon request a directory list of graduates from the College following each graduation while complying with the Family Educational Rights and Privacy Act, Gramm-Leach-Bliley Act of 1999. Tiffin will provide the College with information regarding the success of students transferring to Tiffin while utilizing the benefits of this Agreement.

Both parties will be expected to meet within ninety days of signing of this agreement to determine a process to share information.
- m. All promotion and advertising of the Articulation of the Agreement must conform to the statement approved by the College's Integrated Communications Department, (see **Attachment B**).

INTENDING TO BE LEGALLY BOUND, by signing below, each Party acknowledges its agreement with the terms and conditions of this Agreement and each signatory represents and warrants that he/she is authorized to sign on behalf of and to bind his/her Party to all of the terms and conditions of this Agreement as of the Effective Date.

CUYAHOGA COMMUNITY COLLEGE DISTRICT:

TIFFIN UNIVERSITY:

By: *Lindsay S. English*
 Lindsay S. English, Ph.D.
 Vice President, Learning and Engagement

By: Amy Wood
 Amy Wood, Ph.D.
 Vice President, Enrollment Management

ATTACHMENT A
To The Articulation Agreement Dated October 30, 2020
By and Between
Cuyahoga Community College District
And
Tiffin University

Articulation Criteria and Articulation Benefits

1. *The articulation criteria ("Articulation Criteria") are:*

- a. Completion of an Associate of Arts, Associate of Science, Associate of Applied Science or Associate of Applied Business degree.
- b. Tiffin and the College will establish and approve major/program Transfer Pathways using the sample template in Appendix A. Any revisions to a Transfer Pathway during the term of this Agreement must be approved in writing by the Parties and will be applied to new students undertaking the applicable pathway.
- c. Associate degree should include completion of gateway (prerequisite) coursework and required math course for students intended major whenever possible and should include completion of all coursework for student's intended major, as shown on the applicable Transfer Pathway.
- d. Tiffin will provide course equivalencies to the College

2. *The articulation benefits ("Articulation Benefits") are:*

- a. Courses listed in an approved Transfer Pathway will apply towards college, university and major requirements for graduation at Tiffin.
- b. A maximum 73 credits can transfer to Tiffin from the College for an Associate degree. Student will be guaranteed junior standing. Transfer credit will always follow the most recent Tiffin catalog. For a complete list of transfer equivalencies go to (Tri-C Transfer Center website, Tiffin webpage).
- c. All course equivalencies as determined by Tiffin faculty and in which the student has received a grade of "C" or better will transfer to Tiffin toward major, minor and core requirements with the completion of the Associate of Arts, Associate of Science, Associate of Applied Science, or Associate of Applied Business degrees.
- d. Students must complete 121 semester hours and meet all Tiffin graduation requirements for the major and minor.
- e. Students who complete all of the degree requirements in the Associate of Arts, Associate of Science, Associate of Applied Science, or Associate of Applied Business degree as listed in an approved Transfer Pathway will be admitted to the applicable major at Tiffin.
- f. Tiffin will award credit for all non-remedial courses completed at the College with "C" grades or higher if earned as part of the associate degree.
- g. To help ensure seamless transfer, Tiffin advising staff, with the assistance of the College's Transfer Specialists and Counseling Departments, will be available on each of the College's campuses every semester to meet with prospective students.

ATTACHMENT B
To The
Articulation Agreement Dated October 30, 2020
By and Between
Cuyahoga Community College District
And
Tiffin University

Marketing and Advertising Restrictions

Promotion of Partnership to
Domestic and International Students

In order for Cuyahoga Community College and Tiffin University to reach out to partners and the community effectively, it is important to monitor the impression conveyed through all forms of communication such as advertising, publications, and signage. The sum total of all impressions generated by these communications must be effective and meaningful to the audiences with which the College communicates.

Therefore, the Parties agree that any use of the other's name, trade name, trademark, logo and tagline, or any other defining symbol or name associated with either entity during the term of this Agreement shall be for the sole purpose of promoting this Agreement. Express written permission or a limited license is required to use the other Party's name, trade name, trademark, logo, tagline, or any other defining symbol or name associated with the other entity. Neither Party will use the other's name or symbols in a way that would cause confusion in the public mind as to the relationship between the Parties. All written materials associated with this agreement must distinctly note the termination date of the Agreement, the degrees within the Agreement, and the average additional hours required to complete the completion degree. Any and all promotional materials, including written, verbal, video graphic, electronic, or multimedia of any kind, must be reviewed and approved by both Parties prior to any use or distribution.

Marketing Contacts:

Cuyahoga Community College District:

Eric Wheeler
Director, Creative Services
Integrated Communications Department
Cuyahoga Community College
Jerry Sue Thornton Center
2500 E. 22nd Street
Cleveland, Ohio 44115
P: 216-987-3517
F: 216-987-4806

Tiffin University:

Debby Roszman
Executive Director of Public Relations, Marketing &
Communications
Tiffin University
155 Miami Street
Tiffin, OH 44883
RoszmanDL@tiffin.edu



Appendix A (SAMPLE)
**Associate of Arts with Emphasis in Business to
 Bachelor of Business Administration to Managerial Studies**
 2019-2020 Catalog



Suggested Transfer Plan at Tri-C*

First Semester		Credits
ENG 1010/101H	College Composition I/Honors	3
BADM 1020	Intro to Business	3
MATH 1470	Mod Math for Business/Social Science I	4
PHIL 1020	Introduction to Logic	3
Elective	Natura/Physical Science without lab (OTM)	3
		16

Second Semester		Credits
ENG 1020/102H	College Composition II/Honors	3
ECON 2000	Principles of Microeconomics	3
PHIL 2060	Business Ethics	3
Elective	Natural/Physical Science with lab (OTM)	4
		13

Third Semester		Credits
ACCT 1311	Financial Accounting	3
ECON 2010	Principles of Macroeconomics	3
SOC 1010/101H	Introductory Sociology/Honors	3
COMM 1010/101H	Fund. Speech Communication/Honors	3
Elective	Arts & Humanities (OTM)	3
BADM 1122	Principles of MGT & Org Behavior	3
		18

Fourth Semester		Credits
ACCT 1341	Managerial Accounting	3
BADM 2010	Business Communications	3
BADM 2151	Business Law	3
MARK 2010	Principles of Marketing	3
Elective	ART, MUS, or THEA (OTM)	3
		15

Associate of Arts Degree Awarded Total Credits: 62

This Transfer Pathway completes the Associate of Arts degree, which must total at least 60 semester credits and includes 36-40 credits of the Ohio Transfer Module (OTM), which are approved Tri-C general education requirements. OTM details can be found at <https://www.ohiohighered.org/transfer/transfermodule>.

Suggested Sequence at Tiffin University

Fifth Semester		Credits
MGT 359	Small Business Management	3
CST 111	Digital Literacy & Tech Readiness	3
CIS 312	Info Systems for Managers	3
MAT 273	Applied Stats I	3
		12

Sixth Semester		Credits
MGT 301	Organizational Behavior	3
MGT 221	Supply Chain Management	3
MGT 317	Human Resource Management	3
DEC 250	Engage & Explore	3
		12

Seventh Semester		Credits
MGT 351	Managing Diversity in Workplace	3
DEC 300	Connect	3
FIN 301	Business Finance	3
MGT 390	Special Topics	3
		12

Eighth Semester		Credits
MGT 495	Organizational Strategy	3
MGT 404	Organization Theory	3
MGT 411	International Business	3
DEC400 & DEC400L	Impact & Impact ePortfolio	4
		13

Ninth Semester		Credits
MGT 491	Management Research Project	3
CST 285	Spreadsheet Apps & Data Readiness	3
OE 200	200 Level Open Elective	3
OE 200	200 Level Open Elective	3
		12

Total Credits: **61**

Bachelor of Business Administration Degree Awarded once the student has completed the AA as per above and 61 credits from Tiffin. A minimum of 121 credits must be earned.

This Transfer Pathway represents one example of how to complete the AA and BBA degrees. Students should work closely with advisors at both institutions to discuss options. Students should work with a Tiffin advisor to identify a (minor or a second major/etc.). A Tiffin advisor can also assist students with developing a graduation plan for full- or part-time study.

Course sequence may change based on the individual needs of the student and schedule type required.

Students should complete the following mathematics course as part of the AA degree prior to transferring: **MATH (1470)**

Benefits:

- Students can select the frequency of their courses and the delivery method at Tiffin as there are multiple options from which to choose.
- Students can complete additional coursework past the Associate of Arts at Tri-C to make it more cost effective.

All students must complete:

- A minimum of **(121)** semester credits (combined Tri-C and Tiffin University)
- Meet requirements **(48)** credits at a 4-year institution and 30 credit hours must be completed with Tiffin University

This information is provided by both institutions solely for convenience and expressly disclaims any liability which may otherwise be incurred. This is neither a contract nor an offer to make a contract. While every effort has been made to ensure the accuracy of the information, each institution reserves the right to make changes at any time with respect to course offerings, degree requirements, services provided, or any other subject addressed herein.