

**PROGRAM ARTICULATION AGREEMENT**

**BETWEEN**

**HARPER COLLEGE  
PALATINE, IL**

**AND**

**SOUTHERN ILLINOIS UNIVERSITY CARBONDALE  
CARBONDALE, IL**

In an effort to provide a continued, articulated higher education baccalaureate degree program that will build on Harper College and university learning experiences, and also eliminate duplication of instruction, this agreement is entered into this 1<sup>st</sup> day of August, 2017 (Effective Date) by and between Harper College and the Board of Trustees of Southern Illinois University on behalf of Southern Illinois University Carbondale.

**I. TERM AND TERMINATION**

- A. Term.** This Agreement shall commence as of the Effective Date (or if no Effective Date is indicated upon the date the Agreement is fully executed by the Parties) and shall remain in effect for a period of five (5) years thereafter. The Parties may renew or extend this Agreement only by written instrument signed by the authorized representatives of each Party.
- B. Termination.** This Agreement may be terminated by either Party, with or without cause, upon 60 days advance written notice. The Parties agree that no additional students shall be accepted into the program after a Party's receipt of any written notice of termination. No qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

**II. TRANSFER REQUIREMENTS**

- A.** All graduates of Harper College with an Associate of Applied Science (A.A.S.) degree in Hospitality Management and meeting SIU Carbondale admission requirements will be considered for admission into SIU Carbondale's Bachelor of Science (B.S.) degree in Hospitality and Tourism Administration c in the College of Agriculture based upon the Department's enrollment criteria and space availability.

B. A Harper College graduate receiving an A.A.S. degree in Hospitality Management and following the degree plan attached to this agreement, will be considered for admission to SIU Carbondale's Hospitality and Tourism Administration (HTA) program if the following are met:

1. The student has earned a minimum of 60 semester hours transferable to SIU Carbondale
2. The student has earned an overall grade point average (GPA) of 2.0 or above (4.0 scale) for his or her collegiate work as calculated by SIU Carbondale's grading regulations
3. Confirmation by the SIU Carbondale College of Agriculture that the student has satisfactorily completed the following courses as part of the A.A.S. degree in Hospitality Management at Harper College:

- CIS 100-3, *Computer and Digital Literacy*
- DIT 101-3, *Fundamentals of Nutrition*
- ENG 101-3, *Composition*
- ENG 102-3, *Composition*
- FSM 109-4, *Introduction to Food Prep/Production*
- FSM 111-3, *Introduction to the Hospitality Industry*
- FSM 113-3, *Dining Room Operations*
- FSM 114-2, *Food Standards and Sanitation*
- FSM 115-3, *Menu Planning*
- FSM 211-3, *Purchasing and Storage*
- FSM 212-3, *Hospitality Supervision*
- FSM 213-3, *Seminar and Internship*
- FSM 214-3, *Hospitality Operations Analysis*
- FSM 220-3, *Hospitality Promotions*
- FSM 230-3, *Hospitality Law and Risk Management*
- IAI MATHEMATICS-3 hours
- PSY101-3, *Introduction to Psychology*
- IAI HUMANITIES-3 hours
- SPECIALIZATION COURSE - 6 hours

C. Acceptance into the Capstone Option reduces the University Core Curriculum for the A.A.S. degree recipient in Hospitality Management at Harper College pursuing the B.S. in Hospitality and Tourism Administration (HTA) at SIU Carbondale to 30 semester hours. This, along with taking the courses listed above as part of the A.A.S. degree makes it possible for the student to complete the B.S.

in Hospitality and Tourism Administration (HTA) at SIU Carbondale in approximately 61 additional semester hours beyond the A.A.S. degree.

- D. Harper College students transferring to the Hospitality and Tourism Administration (HTA) baccalaureate degree program at SIU Carbondale who have not completed all of his or her Associate of Applied Science degree requirements at Harper College will have their related coursework evaluated on a course-by-course basis by the appropriate SIU Carbondale department. These students will also not be eligible to receive the Capstone Option benefits and will be considered based upon the Department's enrollment criteria and space availability.
- E. Students will be required to complete a minimum of 42 senior institution hours at the 300-400 course level, with the last 30 such senior institution hours being at SIU Carbondale for residency purposes. Those students enrolled in an approved program delivered by SIU Carbondale Extended Campus will have completed the residency requirement for the University upon completion of all courses required by the program. All students will be required to complete at least 120 hours with an overall GPA of 2.0 on a 4.0 scale to receive a Bachelor of Science degree in Hospitality and Tourism Administration. Coursework may include University Core Curriculum as well as Hospitality and Tourism Administration major courses.

### III. COURSE DELIVERY

- A. Delivery of courses and programs will be based on mutual agreement between the parties (as specified in the SIU Carbondale program) provided there is a minimum class enrollment in each course adequate to meet expenses. Courses with inadequate enrollment may be subject to cancellation, which said cancellation shall be at the sole and absolute discretion of SIU Carbondale. SIU Carbondale shall notify Harper College of any cancellation due to inadequate enrollment.
- B. SIU Carbondale will perform registration and advisement counseling as needed to support the courses offered. SIU Carbondale will designate an individual(s) as a concurrent enrollment liaison to work in conjunction with Harper College and students as needed. Advisement about program requirements will be provided by the academic college offering the courses/programs.
- C. SIU Carbondale will obtain all permission and approvals necessary to teach these courses in the State of Illinois.

- D. SIU Carbondale reserves the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
- E. This agreement permits students to enroll concurrently at SIU Carbondale and Harper College to complete the degree.

IV. HARPER COLLEGE DUTIES: HARPER COLLEGE SHALL BE RESPONSIBLE FOR THE FOLLOWING OBLIGATIONS AND CONDITIONS:

- A. Subject to federal and state guidelines, Harper College will be considered the home institution for the purpose of processing Financial Aid until such time that the student either graduates or severs ties with Harper College.
- B. Designate in writing a person or persons as point of contact between Harper College and SIU Carbondale on all matters relating to the courses delivered.
- C. Reserve the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
- D. Permit students to enroll concurrently at SIU Carbondale and Harper College to complete a degree.

V. PROGRAM ARTICULATION COMMUNICATION

- A. An SIU Carbondale College of Agriculture, Hospitality and Tourism Administration representative will communicate periodically with Harper College personnel in Hospitality Management for general advisement and degree planning purposes.
- B. Upon successful completion of all degree requirements, and following all policies and regulations stated in the program and SIU Carbondale guidelines, Harper College students will be eligible to receive the Bachelor of Science degree in Hospitality and Tourism Administration (HTA), College of Agriculture, Southern Illinois University Carbondale.
- C. Should changes occur in course or program content, the institution making the change agrees to notify the other institution in writing so that this agreement can be re-evaluated. Notice of changes shall be given at least 45 days prior to the beginning of the semester when the change is implemented.

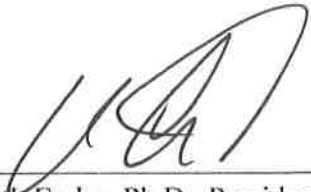
- D. The Parties acknowledge and agree that the terms of this Agreement will result in the disclosure of personally identifiable information from education records protected from disclosure and re-disclosure by the Family Educational Rights and Privacy Act of 1974 and its implementing regulations ("FERPA"). Accordingly the Parties agree that any exchange or disclosure between the Parties of personally identifiable information from education records shall be in accordance with FERPA.
- E. Indemnification:
1. To the extent permitted by law and not inconsistent with the doctrine of sovereign immunity, SIU Carbondale shall indemnify and hold harmless Harper College, its agents and employees, from any claims, demands, or causes of action arising out of the negligent acts or omissions of SIU Carbondale, its agents or employees, in the performance of SIU Carbondale's obligations under this Agreement.
  2. To the extent permitted by law, Harper College shall indemnify and hold harmless SIU Carbondale, its agents and employees, from any claims, demands, or causes of action arising out of negligent acts or omissions of the College, its agents or employees, in the performance of the College's obligations under this Agreement.
- F. Reasonable efforts will be made to resolve problems with student(s) through discussions with the student's program instructor, supervisor, and SIU Carbondale's faculty members; however SIU Carbondale reserves the right to remove any student from enrollment at SIU Carbondale upon SIU Carbondale's determination that the student is unable or unwilling to fulfill the requirements of SIU Carbondale's educational program and mission, including but not limited to the rules and regulations of Southern Illinois University Carbondale, the policies of the Board of Trustees of SIU Carbondale, and the SIU Carbondale Student Conduct Code. SIU Carbondale shall also have the right to withdraw any student from its education degree program in accordance with its academic requirements, including but not limited to unsatisfactory academic performance and/or social misconduct.
- G. Neither party will discriminate against any applicant or student in the nomination, selection, or training because of religion, race, sex, sexual orientation, creed, handicap, national origin, or age.
- H. Notices should be mailed to the following addresses by first class mail in order to fulfill any notice or revision of requirements under this Agreement:

For SIU Carbondale: Charlotte Sarao, Assistant Dean-Academic Affairs  
Southern Illinois University Carbondale  
Mail Code 4416, Agriculture Bldg, Rm 208  
Carbondale, IL 62901  
Email: charsarao@siu.edu  
Phone: 618-453-4468

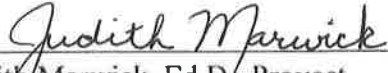
For Harper College: Agnes Szemborski, Transfer Coordinator  
Harper College  
1200 W. Algonquin Road  
Palatine, IL 60067  
Email: aszembor@harpercollege.edu  
Phone: 847-925-6914

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the Agreement is enforceable on behalf of and against each party as of the date written herein.

HARPER COLLEGE


  
\_\_\_\_\_  
Kenneth Ender, Ph.D., President  
Harper College

11/2/17  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Judith Marwick, Ed.D., Provost  
Harper College

11/1/17  
\_\_\_\_\_  
Date

BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY

By   
\_\_\_\_\_  
Lizette Chevalier, Associate Provost for Academic Programs  
for Carlo Montemagno, Chancellor  
Southern Illinois University Carbondale

10/13/17  
\_\_\_\_\_  
Date

SIU  
APPROVED  
AS TO  
LEGAL FORM  
  
11 Oct. 2017

PROGRAM ARTICULATION DEGREE PLAN							
<b>Harper College 2017-2018</b>				<b>Southern Illinois University Carbondale</b>			
AAS Hospitality Management - 60 hrs				BS Hospitality and Tourism Administration (HTA) - 120 hrs			
				<b>UNIVERSITY CORE CURRICULUM (UCC) CAPSTONE OPTION - 30 hrs</b>			
		<b>Hrs</b>				<b>Hrs</b>	
ENG 101	Composition	3	UCOL 101	Foundations of Inquiry			NA
ENG 102	Composition	3	ENGL 101	English Composition I			T
			ENGL 102	English Composition II			T
			CMST 101	Intro:Oral Communication			3
IAI MATHEMATICS	(See SIUC Equivalency Guide)	3	MATH 108 (Recommended for BS Degree)	College Algebra			T
PSY 101	Introduction to Psychology	3	PSYC 102	Introduction to Psychology			T
			ECON 113 (Recommended for BS Degree)	Economics of Contemporary Social Issues			T
IAI HUMANITIES	(See SIUC Equivalency Guide)	3	PHIL 104 (Recommended for BS Degree)	Ethics			T
			PHIL 105 (Recommended for BS Degree)	Elementary Logic			NA
			PHYSICAL SCIENCE, GRP I				3
			LIFE SCIENCE, GRP II				3
			FINE ARTS				3
DIT 101	Fundamentals of Nutrition	3	HND 101	Personal Nutrition			T
			MULTICULTURAL				3
		<b>18</b>					<b>15</b>
<b>Program Requirements</b>				<b>Program Requirements</b>			
CIS 100	Computer and Digital Literacy	3	The AAS degree in Hospitality Management as articulated is accepted as satisfying the following requirements				
FSM 109	Introduction to Food Prep/Production	4	for the BS Degree in Hospitality and Tourism Administration.				
FSM 111	Introduction to the Hospitality Industry	3	Although course-to-course equivalencies cannot be established, the student may enter into the advanced curriculum.				
FSM 113	Dining Room Operations	3					
FSM 114	Food Standards and Sanitation	2					
FSM 115	Menu Planning	3	HTA 202	Introduction to Hospitality and Tourism			T
FSM 211	Purchasing and Storage	3	HTA 206	Food Service Sanitation			T
FSM 212	Hospitality Supervision	3	HTA 250	Introduction to Professional Event Coordination			T
FSM 213	Seminar and Internship	3	HTA 273	Hotel Administration			T
FSM 214	Hospitality Operations Analysis	3	HTA 360	Quantity Food Production			T
FSM 220	Hospitality Promotions	3	HTA 373	Food and Labor Cost Control			T
FSM 230	Hospitality Law and Risk Management	3	ISAT 229	Computing for Business Administration			T
* Specialization	Student will select one area of specialization	6					
		<b>42</b>					
<b>* Food Service Operations Management Specialization - 6</b>							
FSM 215	Restaurant Layout and Equipment	3					
FSM 216	Introduction to Wine, Spirits and Beverage Management	3					
<b>* Hotel Operations Management Specialization - 6</b>							
FSM 120	Front Office Operations	3					
FSM 210	Hospitality Facility Management	3					
			ACCT 220	Accounting I-Financial			3
			QUAN 402 -or- ABE 318 -or- MATH 282 -or- PSYC 211 -or- SOC 308*	Basic Statistics -or- Agribusiness Statistical Methods -or- Intro to Statistics -or- Research Methods and Statistics -or- Statistics for Social Science			3 - 4
			MKTG 304	Marketing Management			3
			HTA 302	Dimensions of Tourism			3
			HTA 330	Managerial Accounting for the Hospitality Industry			3
			HTA 335	Beverage Management			3
			HTA 351	Destination Management			3
			HTA 371	Field Experience			3
			HTA 372	Front Office Management			3
			HTA 380	Hospitality Human Resources			3
			HTA 400	Senior Seminar			1
			HTA 435	Hospitality Marketing Management			3
			HTA 445	Sustainable Tourism Planning and Development			3
			HTA 461	Service Organization and Management			3
			HTA Electives	Choose 6 hrs from HTA 340, 350, 355, 440, 455, 460, 465, 470			6
							<b>46 - 47</b>
<b>Total semester hrs completed with AAS degree:</b>		<b>60</b>	<b>Total semester hrs completed with BS degree:</b>				<b>61 - 62</b>
			<b>Total to BS Degree:</b>				<b>121 - 122</b>
*Students that take MATH 282 or PSYC 211 will not be able to count course toward senior hours							