



AGREEMENT OF ARTICULATION
Between Emporia State University and Kansas City Kansas Community College
ELEMENTARY EDUCATION PROGRAM

Kansas City Kansas Community College (hereafter “KCKCC”):

7250 State Avenue

Kansas City, Kansas 66112

Emporia State University (hereafter "ESU"):

1200 Commercial Street

Emporia, Kansas 66801

Scope of the Agreement

The agreement shall set out the responsibilities and rights of KCKCC and ESU in the delivery of the **KCKCC and Emporia (hereafter “KCKCC/ESU Elementary Education Program”)**. For ease of reference, the following terms are defined:

- **“Student”** shall mean a student who has been admitted to KCKCC.
- **“Candidate”** shall mean a student who has been admitted to the ESU Elementary Education Teacher Education Program.
- **“Plan of study”** shall mean the articulation of courses as detailed in the KCKCC/ESU Elementary Education Program approved program.

Program Purpose

The **KCKCC/ESU Elementary Education Program** embraces the synergetic benefits gained by those participating. The **KCKCC/ESU Elementary Program** provides a quality elementary preparation program to individuals residing in the Kansas City Kansas area who wish to complete the ESU Elementary Teacher Education program and KSDE licensure recommendation.

The **KCKCC/ESU Elementary Education Program** candidate is able to complete two years of general education coursework at the KCKCC campus. In addition, the candidate will be able to complete the required ESU education course work taught by ESU faculty. The candidate’s required professional field experiences and student teaching requirement can be completed at a school participating in the

Professional Development School (PDS) agreement established by ESU. Appendix A provides the agreed upon ESU coursework that will be offered to candidates at the KCKCC campus.

Program Advisory Committee

The agreement will be maintained and managed by the two Coordinators: the chair of early childhood/elementary teacher education or her designee for ESU and Education Coordinator for KCKCC or their designee, with the guidance and input provided by the Advisory Committee (see committee members listed below).

KCKCC/ESU Elementary Education Program Advisory Committee Members

- | | |
|---|-----------------------------------|
| 1. ESU, Elementary Education Department Chair | 1. KCKCC Education Coordinator |
| 2. ESU, Dean of The Teachers College | 2. KCKCC, Dean for the Social and |
| 3. ESU, Representative | 3. Behavioral Sciences |
| 4. ESU, Representative | 4. |

The Advisory Committee shall meet at least once each academic year with the option for additional meetings as determined by the Co-Coordinators or Advisory Committee. Substantive partnership recommendations or Program modifications will be brought before the Advisory Committee for discussion. The ESU teacher education curriculum requirements shall be governed in accordance to the existing ESU procedures. Program and unit assessment data are systemically collected. A summary of assessment data related to the ESU-KCKCC cohort(s) will be shared with the program Advisory Committee. Data on how many students have been accepted and graduate from the KCKCC/ESU Elementary Education program will be provided by ESU to KCKCC each year. The ESU Elementary Education Program Advisor will be responsible for providing this information to KCKCC.

Meeting minutes will be maintained and distributed to all Advisory Committee members. These minutes will be retained by the Program Advisors. The Program Advisors at each location will be responsible for recording the minutes when the annual Advisory Committee meeting is held on their campus. The minutes will be maintained by both ESU and KCKCC for purposes of both accreditation reviews and documentation of discussions and agreed upon decisions.

Target Audience

The KCKCC/ESU Elementary Education Program shall recruit individuals residing in Kansas City, Kansas who are prospective or current KCKCC students interested in a career as an elementary teacher.

KCKCC/ESU Elementary Education Program Offering

The KCKCC/ESU Elementary Education Program shall offer Cohort – Year One, Block 1, Block 2, and Block 3 courses of the Elementary education program, at the KCKCC campus.

Program Capacity and Minimum Enrollment Specifications

The KCKCC/ESU Elementary Education Program has the capacity for 30 candidates per cohort to complete courses at the KCKCC campus. A minimum of 15 elementary education candidates must be enrolled in the ESU required coursework offered at the KCKCC campus. If a required course has fewer than 15 candidates, the course may be subject to cancellation.

Office Space, Computer/Internet Use and Miscellaneous Provisions

KCKCC shall provide ESU faculty and staff access at the KCKCC facility with office space, mailboxes, and the use of a copy machine, telephone, and fax machine as space is available, should space not become available, KCKCC will communicate with ESU and program decisions will be reviewed. Storage space accommodations will be made as available. Lab supplies, lab fees per individual student, teaching supplies, copies, will be provided and a statement submitted to ESU to the office of Associate Provost and Vice President for Strategic Partnerships, 1200 Commercial St. Box 4045, Emporia, KS 66801 each semester for reimbursement to KCKCC. This reimbursement will be submitted to KCKCC Attn: Provost Office. After students sign a release form, ESU shall provide class roster to KCKCC for emergency/security purposes. A preliminary roster will be provided within the first two weeks of classes and then a Final Roster will be provided following the 20th day of the semester.

Teacher Education Plan of Study

Individuals are encouraged to follow the Plan of Study throughout their program progression. Candidates may encounter hardships in completing required coursework if the Plan of Study is not followed.

KCKCC and ESU Course equivalency agreements will be reviewed a minimum of every two years.

Appendix A represents the agreed upon articulation and Plan of Study.

Field Experience Supervision

Candidates complete field experiences during Blocks 1, 2, and 3 of the Elementary Education program.

The ESU Field Experience Coordinator will be responsible for overseeing all field experience.

Candidates will be able to complete the field experience in a school within the KCKCC area if appropriate placement options are available. The ESU Field experience coordinator will follow all ESU Elementary Education policies.

Advising Responsibilities

Advising students will be a joint effort involving the KCKCC academic advisors, ESU faculty and staff advisors. The KCKCC advising staff will advise students completing their general education coursework and/or their AA or AS degree from KCKCC. Upon admission to the **KCKCC/ESU Elementary Education Program**, ESU advisors will assist candidates with their enrollment in the ESU courses. Each semester candidates will have the opportunity of completing a faculty advising survey rating the quality of advising they received.

Maintaining Student Records, Assessment and Transition Point Data

ESU shall retain all student records and assessment data upon the candidate's admission to the **KCKCC/ESU Elementary Education Program**. The ESU Elementary Education Office staff shall provide KCKCC aggregate candidate data to determine the number of Program completers. All completers in **KCKCC/ESU Elementary Education Program** will complete an exit survey in which candidates respond to a wide variety of questions related to the quality of instruction and related services received from KCKCC and ESU. Candidates in the **KCKCC/ESU Elementary Education Program** will complete this exit survey at the end of the program. A summary of the results of this survey will be shared with all members of the Program Advisory Committee.

Scheduling ESU Courses at the KCKCC

The ESU advisors at KCKCC will schedule the ESU courses to be held at the KCKCC campus by coordinating with KCKCC' Office of the Provost. Scheduling classes and labs will be offered to ESU based upon KCKCC availability.

Marketing Plan

Informational Notice: KCKCC shall inform prospective candidates that the **KCKCC/ESU Elementary Education Program** exists at the KCKCC campus.

Web Site Promotion: The Program shall be promoted on both the ESU and KCKCC web sites. KCKCC will have a link to the ESU program information on the KCKCC articulation agreement/transfer page.

Brochures: KCKCC will make available marketing materials provided by ESU to prospective students.

Other Promotional Opportunities: KCKCC and ESU faculty, staff, and/or administrators will participate in opportunities to promote the **KCKCC/ESU Elementary Education Program**.

Confidentiality of Prospective Candidate and Candidate Records

Prospective Candidates and Candidates Admitted to the ESU Elementary Education Program shall sign a release consenting to the sharing of information by ESU and KCKCC faculty, staff and/or administrators possessing a legitimate need to know the individual’s particular program-related information. Both ESU and KCKCC faculty, staff, and administrators agree to keep pre-candidate and candidate academic records private per FERPA regulations. Information related to the academic progress of both prospective candidates and candidates admitted to the **KCKCC/ESU Elementary Education Program** may be shared among ESU and KCKCC faculty, staff, and/or administrators who possess a legitimate need to know information regarding the candidate or prospective candidate that is consistent with the official responsibilities of the ESU and KCKCC faculty, staff, and/or administrator involved in the administration of the **KCKC/ESU Elementary Education Program**.

Program Modifications

The **KCKCC/ESU Elementary Education Program** will be formally evaluated annually and any modifications to the **KCKCC/ESU Elementary Education Program** as defined by this will be reviewed by a majority of the Advisory Board voting members and approved by both Partnership Coordinators. Formal evaluation will include a review of outcomes to date, a review of processes used to support the partnership and assessment of partnership satisfaction. All proposed revisions must be in a written format. **KCKCC/ESU Elementary Education Program** modification(s) shall comply with existing ESU and KCKCC policy.

Length of Agreement

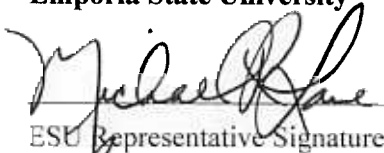
This agreement shall be effective when executed by all parties for the period beginning November 2010 and ending May 2018.

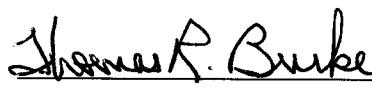
Agreement Signatures

The individuals executing this on behalf of ESU and KCKCC expressly represent and warrant that he/she has full and complete authority to do so.

Emporia State University

Kansas City Kansas Community College


ESU Representative Signature 1/21/11 Date
Michael R. Lane
ESU Representative - Printed Name
President
Title:


KCKCC Representative Signature 1/26/11 Date
Thomas R. Burke
KCKCC Representative - Printed Name
President
Title: