December 1, 2003

Mr. John Hunter, Superintendent
Moore Norman Technology Center
4701 12th Avenue NW
Norman, OK 73069

Dear Mr. Hunter:

Re: Addendum to Cooperative Agreement

Please accept this letter as formal notification that the following Associate in Applied Science degrees have been suspended.

- Electronics Associate in Applied Science Degree Program
  - Electronic Computer Specialist Option
  - Robotics and Automation Specialist Option
  - Telecommunications Technology Option

- Industrial Technology Associate in Applied Science Degree Program
  - Drafting Specialist
  - Electronics Specialist
  - Industrial Specialist

Partnerships between Oklahoma’s Technology Centers and higher education institutions are important to the economic growth and development of the state. Moore Norman Technology Center and Rose State College have a partnership that benefits our students and community. If you have questions or need additional information, please contact Dr. Frances Hendrix at 733-7395.

Sincerely,

[Signature]
James J. Cook
President

JJC/kh

Enclosures
December 7, 2000

Mr. Frank S. Coulter, Superintendent
Moore Norman Technology Center
4701 12th Avenue NW
Norman, OK 73069-8399

Dear Mr. Coulter:

Re: Addenda to Cooperative Agreement

Pursuant to discussions between staff of Moore Norman Technology Center and Rose State College, four Addenda to the Cooperative Agreement between the two institutions have been developed. The Addenda allow students in the Welding Program, Carpentry Program, Family Services and Child Care Program, and Fashion Merchandising Business Management and Ownership Program to receive college credit leading toward the Applied Technology Associate in Applied Science Degree. Enclosed are two signed copies of each Addendum. Please sign all copies and return one set to my office.

Partnerships between Oklahoma's Technology Centers and higher education institutions are important to the economic growth and development of the state. Moore Norman Technology Center and Rose State College have a partnership that benefits our students and community. If you have questions or need additional information, please contact Dr. Frances Hendrix at 733-7395.

Sincerely,

[Signature]

James J. Cook
President

Enclosures

Copy to:
Ms. Susan Loveless
Copy of letter only:
Dr. Frances Hendrix
TO: Dr. Ric Baser
FROM: Dr. Frances Hendrix
DATE: October 11, 2000
SUBJECT: Addenda to the Moore Norman Technology Center Cooperative Agreement

Please forward the attached addenda to the Moore Norman Technology Center Cooperative Agreement for approval. The addenda include the following revisions.

- Welding
  It is recommended that the Moore Norman Technology Center Welding Program be added to the Applied Technology Associate in Applied Science Degree Program under Option 2. The Moore Norman Technology Center Welding Program is approved by the American Welding Society. No Applied Technology associate degree program revisions will be necessary to include this Welding Program.

- Family Services and Child Care
  Based on changes in the career field, Ms. Kathy Baumwart through advisory committee recommendations recommends the following changes:

1. Increasing the number of accepted credit hours from 11 credit hours to 12 credit hours so that students may apply for the CDA certification exam.
2. The original agreement, 1992 and revised in 1997, was based on extramural institutional credit. This program can easily fall under the current cooperative agreement policy for co-enrollment of adult students.
3. Under the cooperative agreement policy grades accepted for high school students will be on at least a "B" level and through co-enrollment of adult students grades will be assigned based on the current Rose State College grading scale rather than the satisfactory or unsatisfactory grading system.
4. As with current cooperative agreements the $6.00 transcript fee will be deleted.

- Cabinetmaking and Carpentry Programs

AD 26 7-1-98-1 pg
The Moore Norman Technology Center Cabinetmaking and Carpentry programs have been consolidated. The course equivalencies in the Cooperative Agreement for the Rose State College Applied Technology Program have been revised to reflect this consolidation.

- **Fashion Merchandising/Business Management and Ownership Program**
  The Moore Norman Technology Center Fashion Merchandising/Business Management and Ownership Program has been renamed. The new name is Marketing/Business Management and Ownership. The two options, Apparel Marketing and Consumer Education, to the Rose State College Human Environmental Science Associate in Science Program have been consolidated into one degree, the Human Environmental Science Associate in Science degree program. The Extramural Learning Agreement has been revised to reflect those changes.
ADDENDUM

to the

COOPERATIVE AGREEMENT

between

Rose State College
and

Moore Norman Technology Center

August 11, 2003

The purpose of this Addendum is to revise, update and provide Section XII, Admissions, Assessment and Registration Procedures and Section XIII, Grade Reporting, of the Cooperative Agreement signed November 10, 1999. The Addendum effective date is FY 2004. (See attached.) All other procedures described in Sections III through XX in the basic cooperative agreement document will apply to all cooperative agreement students at Moore Norman Technology Center who subsequently pursue the degree at Rose State College.

This Addendum to the Rose State College/ Moore Norman Technology Center Cooperative Agreement meets all criteria of our existing joint cooperative program. Cooperative Agreements enhance utilization of past learning experience and eliminate unnecessary duplication of instruction for students pursuing the Associate in Applied Science degree program.

Adult and secondary level students will be able to receive credit in the identified courses at Rose State College in accordance with the Rose State College Cooperative Agreement Moore Norman Technology Center signed December 7, 1999.

Dr. Jim Cook, President
Rose State College

Mr. John Hunter, Superintendent
Moore Norman Technology Center

Date 8/14/03  Date 8/15/03
Section XII  Admissions, Assessment and Registration Procedures

A. Admissions: Adult students interested in pursing the Associate in Applied Science degree through this Cooperative Agreement will apply for admission to the technology center program at the technology center. Students will apply for admission to Rose State College at the Office of Admission and Records at Rose State College.

B. Assessment: None

C. Registration: When a student meets assessment requirements, the enrollment will be approved by the Rose State College Registrar.
   1. Official documents will be provided by the student to the Rose State College Office of Admissions and Records to certify admission requirements. These may include high school or college transcripts, GED certificates, ACT scores, letters of intent, Test of Academic Basic Education (TABEL) scores, social security number verification or other documentation required such as proof of residency, English as a second language, or alien status.

   2. The Rose State College Office of Admissions and Records will enter all data necessary for the creation and maintenance of each student’s permanent record.

   3. Students will submit appropriate authorization from the Technology Center for enrollment to the Enrollment Management Office at Rose State College. Technology Center personnel may act as Rose State College’s designee to assist in enrollment; however, the appropriate academic advisor at Rose State College will complete the enrollment process.

   4. Students will be able to process enrollment in courses included in this Cooperative Agreement during the designated enrollment period as appropriate for the completion date of the Technology Center program. Exceptions to this may be approved by the Vice President for Academic Affairs at Rose State College.
D. Dropping and Adding Classes: Students may drop/add courses as appropriate for the completion date of the Technology Center program. Exceptions to this may be approved by the Vice President for Academic Affairs at Rose State College. Drop and add procedures may be completed at the College’s website or on campus.

E. Complete Withdrawal: Students may officially withdraw from classes during the designated withdrawal period as appropriate for the completion date of the Technology Center program. Exceptions to this may be approved by the Vice President for Academic Affairs at Rose State College. Complete withdrawal may be completed at the College’s website or on campus.

XIII Reporting/Transcripting Grades

Reporting of Grades: Within four days of course completion, the technology center faculty member will provide a final grade to the Office of Academic Affairs at Rose State College and to the Office of Record at the Technology Center. In addition to the student’s receiving a grade report at the Technology Center, grades will be available to the student upon request through the issuance of an official transcript from Rose State College or on the College’s website.