Memorandum of Understanding
Between
Rose State College
and
Southeastern Oklahoma State University

Effective Academic Year: 2015-16

Courses in Applied Science in Business Administration (Human Resource Option)

And

Bachelor of Business Administration in Management

Ed Wolf, Chair
B A Discipline
Date 7/30/2015

Ed Wolf

Dr. Kitty Campbell, Chair
Management & Marketing
Date 7/21/2015

Kitty Campbell

Jim Hester, Associate Dean
Business and Information Technology
Date 7/21/2015

Dr. Lucretia Scoufos
Executive Dean for Academic Affairs
Date 7/21/2015

Jim Hester

Dr. Frances Hendrix
Vice President for Academic Affairs
Date 7/31/15

Frances Hendrix

Dr. Douglas McMillan
Vice President for Academic Affairs
Date 7/21/15

Douglas McMillan
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MEMO OF UNDERSTANDING

SECTION I: PURPOSE

This formal memo of understanding is made and entered into by Southeastern Oklahoma State University, hereinafter referred to as SE, and Rose State College, hereinafter referred to as RSC. By this agreement, SE and RSC express a shared commitment to increasing opportunities for student access to and success in higher education. By clarifying transfer policies and procedures, which assure articulation between programs, the institutions seek to assist students in making a seamless transfer from the associate to the baccalaureate degree. Upon formal approval of this transfer agreement by the appropriate officials of both institutions, each is free to publicize the terms herein.

SECTION II: AGREEMENT PROVISIONS

Students will meet or exceed admissions requirements at RSC upon enrollment in the designated degree program. Performance and curricular deficiencies will be met prior to transfer to SE and in accordance with the remediation policies of RSC.

Students who begin their degree program during the effective academic year at RSC, maintain continuous enrollment, and graduate with the designated degree/program are eligible to transfer to SE under the terms of this agreement.

Students under this agreement who complete the designated program of courses and apply to SE with a retention GPA of 2.0 or higher will be eligible for admission to SE.

When students matriculate to SE, they may apply for financial aid through the Financial Aid Office of SE. SE offers some scholarships specifically to transfer students.

SECTION III: REQUIREMENTS

1. Courses in this agreement are accepted at SE, as specified, and apply to the student’s baccalaureate degree program in the same manner as non-transferring students. Minimum grades required to meet requirements are the same for courses taken at RSC and courses taken at SE.

2. Upon transfer, continuously enrolled students under this agreement may petition to meet program requirements from the SE catalog in effect the semester they started at RSC. Students, transferring and non-transferring, may need to complete additional coursework in order to meet current certification requirements. SE courses are continuously assessed and changed to meet changing educational needs. Transfer students will receive the same treatment and protection relative to course changes afforded to non-transferring students.

3. Academic forgiveness provisions (repeat and reprieve) granted at RSC will be honored at SE.

4. The standards for graduation will be the same for students transferring under this agreement as for non-transferring students, except that general education/university core
requirements for students transferring under this agreement will be considered met unless 
a course is a pre-requisite to a program requirement.
5. Oklahoma State Regents for Higher Education minimum standards for a baccalaureate 
degree will be met.

SECTION IV: UPDATES/REVIEW/DISCLAIMER

This agreement is subject to change by legislative action, the Department of Education, the 
Regional University System of Oklahoma, the Oklahoma State Regents for Higher Education, or 
external governing/accrediting agencies.

This agreement will be reviewed annually by the appropriate department chairs at SE and RSC 
and revised according to University and community college procedures. This review will take 
place in the spring, in order to incorporate program changes for the subsequent academic year.

Any revisions to the original Program Transfer Agreement will be communicated to all 
signatories of the original agreement as well as appropriate individuals on both campuses.

This agreement may be discontinued by either institution as need arises upon written notification 
to the other institution prior to the termination date.

Both institutions are committed to the partnership and the success of the student in pursuit of this 
degree program. Both parties will work toward ensuring that currently enrolled students have 
the opportunity to complete their degree programs effectively and efficiently.
Memorandum of Understanding
between
Rose State College: A.A.S in Business Administration (Human Resources Management Option)
and
Southeastern Oklahoma State University: B.B.A Management
Major Code 027

Rose State College Courses
ENGL 1113 English Composition I #
ENGL 1213 English Composition II #
MATH 1513 College Algebra #
HIST 1483/1493 U.S History #
POLS 1113 American Federal Government #
HPER (Activity or other HPER course to equal 2 hours) #
ECON 2403 Principles of Macroeconomics #
BA 1303 Introduction to Business #
BA 2503 Business Communication #
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
MGMT 2103 Principles of Management #
MKTG 2103 Principles of Marketing
MGMT 2203 Human Resource Management
BA 2713 Labor Management Relations
BA 2703 Human Resource Training
&Development
BA 2723 Legal Aspects of Employment
BA 2733 Employee Coaching & Counseling
BA 2743 Recruitment and Interviewing
BA 2793 Compensation
BA 2191 Internship
CIT 1093 Microcomputer Applications
MATH 2853 Intro to Stats

SE Requirement
ENG 1113 Grammar & Composition I
ENG 1213 Grammar & Composition II
MATH 1513 College Algebra
HIST 1513/1523 U.S. History
POSC 1513 U.S. Federal Government
HPER 1113 Wellness & Positive Life
ECON 2113 Principles of Macroeconomics
BUS 1133 Introduction to Business
COMM 2213 Business & Professional Speaking
ACCT 2103 Fundamentals of Financial Accounting
ACCT 2203 Fundamentals of Managerial Accounting
MNGT 3113 Management & Organizational Behavior
MKT 3233 Principles of Marketing
MNGT 3533 Human Resource Management
BIM 1553 Business Computer Applications
STAT 2153 Statistical Methods

Total 66 hours

Remaining Southeastern Oklahoma State University courses: ..........................60

Management ....................................................40

BIM 3183 Business Information Management
BLAW 3123 Legal Environment of Business #
ECON 2213 Principles of Microeconomics #
ENG 3903 Technical and Professional Writing #
FIN 3113 Business Finance
BUS 3333 Business Ethics
BUS 4901 Career Development Seminar
MNGT 3443 Supervisory Management
MNGT 4663 Entrepreneurship & New Ventures
MNGT 3343 Small Business Management
MNGT 4353 Management Science
MNGT 4653 Contemporary Issues in Management
MNGT 3243 Production & Operations Management
MNGT 4633 Business Policy

Courses remaining to bring SE coursework to 60 credit hours: .......................20
Including the following:

BIOL 1114 General Biology w/lab #
PSCI 1114 General Physical Science w/Lab #
PSY 1113 Introduction to Psychology #
Humanities (9 hours) (4 hours must be upper division)

Total credit hours: ........................................................................................................126

Minimum Grade Requirements
1. Average in (a) all college course work, (b) course work at
   SE ................................................................. 2.50
2. Average in the major .............................................. 3.00
3. A grade of “C” or better must be earned in all courses in the major.

NOTE: The major program is just one component of a baccalaureate degree.
For other degree requirements see pages 56-60.

NOTE: The major-minor program is just one component of a baccalaureate degree.
For other degree requirements see pages 56-60.

Total hours at
RSC .........................................................................................................................66
Total hours at
SE ..........................................................................................................................60
Total hours to complete degree.................................................................126