



**Honors Articulation Agreement
Between
Stephen F. Austin State University on behalf of its School of Honors
And
The San Jacinto Community College District on behalf of its Honors
Program**

Statement of Purpose

The purpose of this articulation agreement is to ensure that (1) the San Jacinto Community College District and Stephen F. Austin State University will work to further opportunities and access to Honors education for qualified students through cooperative efforts and ventures; (2) San Jacinto Community College District Honors students will be able to transfer Honors courses to Stephen F. Austin State University; and (3) San Jacinto Community College District students who enter Stephen F. Austin State University's Honors College will be eligible for transfer student scholarships awarded by Stephen F. Austin State University's central administration and by the School of Honors.

1.0 San Jacinto Community College District and Stephen F. Austin State University mutually agree that:

1.1 Both institutions will cooperate in the development of Honors activities that facilitate the transfer of course credits from San Jacinto Community College District to Stephen F. Austin State University.

1.2 Both institutions will each designate an individual responsible for continued Honors articulation between the two institutions, curricular changes, new courses, equivalencies, and transcript evaluation.

1.3 The faculty and staff of both institutions will share information regarding special events, programs, and activities that relate to Honors student interests.

1.4 The faculty and staff of both institutions will review this *Honors Articulation Agreement* regularly to ensure that it is meeting the objectives of each institution.

1.5 Copies of this *Honors Articulation Agreement* will be maintained by the offices of Admissions, Registrar, and Provost and Vice President for Academic Affairs of Stephen F. Austin State University and the Office of the Associate Vice Chancellor for Learning and Assessment at San Jacinto Community College District.

1.6 Both institutions are equal opportunity entities, and shall not discriminate unlawfully against any student, applicant, or employee, nor shall either institution deny the benefits provided its own students to any person on the basis of race, color, religion, national origin, sex, age, disability, genetic information, citizenship, veteran status, or any other protected class status as defined by law or the institution's policy.

1.7 Both institutions are responsible for its employees' actions or inactions, and liability arising there from, to the extent authorized by the constitution and laws of the State of Texas. The institutions will maintain their own insurance including workers' compensation, general liability, or such other coverage necessary for their own institutional liability. Neither institution waives or relinquishes any immunity or defense which may be afforded to the institution, its trustees, regents, officers, employees, volunteers, or agents under law as a governmental entity in the State of Texas as a result of the execution of this Agreement or its performance under this Agreement.

2.0 Stephen F. Austin State University agrees to:

2.1 Provide San Jacinto Community College District with information regarding Stephen F. Austin State University's School of Honors.

2.2 Facilitate Honors students' transition from the Honors Program at San Jacinto Community College District to Stephen F. Austin State University's School of Honors, and assist with admission and scholarship applications, course selection, and registration processes.

2.3 Encourage and assist San Jacinto Community College District Honors students in scheduling campus visits with Stephen F. Austin State University's faculty, staff, and students.

2.4 Prepare a general report on the progress of San Jacinto Community College District transfer students, as far as possible under applicable law, to be provided to the San Jacinto Community College District designate at the end of each academic year. These data may be incorporated into San Jacinto Community College District's and Stephen F. Austin State University's institutional effectiveness studies.

2.5 This articulation agreement provides a mechanism to enable Stephen F. Austin State University students who previously attended San Jacinto Community College District and who have earned enough credits to satisfy the Associate degree

requirements to have those credits transferred back to San Jacinto Community College District. This **reverse transfer** process expands the Stephen F. Austin State University and San Jacinto Community College District partnership in that it will help increase student transfer rates to the university and raise associate degree completion rates for the college.

Stephen F. Austin State University and San Jacinto Community College District agree to exchange information, within legal guidelines, about individual students with the goal of making students aware of the potential to satisfy associate degree requirements by transferring course work between both institutions.

Stephen F. Austin State University agrees to identify on an annual basis students who transfer from San Jacinto Community College District with at least 30 hours and who have indicated on the ApplyTexas Application that they would automatically allow for their transcript to be sent to San Jacinto Community College District once it has been determined that the student has completed 72 semester credit hours, and again upon graduation from Stephen F. Austin State University if they have not received an Associate degree. Once a student has achieved at least 90 semester credit hours, Stephen F. Austin State University shall follow the credit transfer for associate degree procedure in Tex. Educ. Code § 61.833 and any applicable rules.

Stephen F. Austin State University agrees to provide a contact person who is knowledgeable about Reverse Transfer and who can work with San Jacinto Community College District to facilitate this process.

Upon receipt of Stephen F. Austin State University transcript information, the San Jacinto Community College District will conduct a degree audit of each eligible student and evaluate all coursework that may apply to the completion of the student's associate degree at the San Jacinto Community College District. Students who meet all the San Jacinto Community College District degree requirements are eligible to receive a San Jacinto Community College District degree at no additional cost to the student. The San Jacinto Community College District will notify each student that he or she is eligible to receive an associate's degree and eligible to participate in the San Jacinto Community College District's graduation ceremony. Annually, San Jacinto Community College District agrees to provide a list of students who are awarded an Associate degree to Stephen F. Austin State University.

2.6 Accept San Jacinto Community College District's Honors courses as set forth in Section 4.

3.0 San Jacinto Community College District agrees to:

3.1 Provide Stephen F. Austin State University's School of Honors with information regarding changes or additions to requirements of the San Jacinto Community College District's Honors Program.

3.2 Provide Stephen F. Austin State University's School of Honors and Office of Admissions with a listing of approved San Jacinto Community College District Honors courses.

3.3 Encourage and assist Stephen F. Austin State University's School of Honors in scheduling campus visits by prospective San Jacinto Community College District students and faculty.

4.0 Transfer and Continuance Policies and Procedures

4.1 San Jacinto Community College District transferring students must meet all Stephen F. Austin State University and School of Honors admission requirements.

4.2 San Jacinto Community College District transferring students must submit an official transcript showing a minimum cumulative GPA of 3.25 on all coursework taken prior to enrollment at Stephen F. Austin State University.

4.3 Course equivalencies are determined as automatic for those courses in the Texas Common Course Number Index. For all other Honors courses, equivalency evaluation will be made on a course-by-course basis by Stephen F. Austin State University's Office of Admissions.

4.4 To graduate from Stephen F. Austin State University as a University Scholar, the transferring student must have completed at least 24 hours of Honors credit, including at least 12 hours of upper division Honors credits at Stephen F. Austin State University. San Jacinto Community College District transferring Honors students accepted into the School of Honors may apply a maximum of 12 Honors credits toward graduation. A minimum of 12 Honors credits must be completed at Stephen F. Austin State University.

4.5 Upon completion of the above requirements, and having earned an overall GPA of at least 3.25, the student will be awarded the University Scholar distinction in his/her major discipline at Stephen F. Austin State University.

5.0 Miscellaneous

5.1 This *Agreement* shall become effective upon the approval by and signature of the individuals below.

5.2 Unless earlier terminated as provided below, this *Agreement* shall remain in effect for a period of five years, at which time it may be renewed or modified by mutual consent in writing by both parties. In the event this agreement is terminated, the San Jacinto Community College District and Stephen F. Austin State University will continue to provide support and services to students transferring under this agreement as long as students are enrolled continuously at least part-time through Fall and Spring Semesters.

5.3 Either party may terminate this *Agreement* upon 180 days' written notice to the other party, provided that San Jacinto Community College District students who matriculated before the termination of this *Agreement* may continue.

5.4 Separate academic records for students will be maintained at each institution. Authorized employees of the San Jacinto Community College District and Stephen F. Austin State University will have access to personally identifiable information about the students who receive or who are eligible for reverse articulation of credit. The San Jacinto Community College District and Stephen F. Austin State University will ensure their institutional compliance with FERPA regulations. This provision shall survive termination or expiration of this *Agreement*.

5.5 All notices given pursuant to this *Agreement* shall be in writing and shall be validly given on (1) the date of delivery if delivered by email, facsimile transmission, registered or certified mail, or hand delivered, or (2) three (3) business days after being mailed via United States Postal Service addressed as follows:

San Jacinto Community College District
4624 Fairmont Parkway
Pasadena, Texas 77504

Stephen F. Austin State University
School of Honors
Box 6114, SFA Station
Nacogdoches, Texas 75962

5.6 The agreement between the parties is non-exclusive and both parties have the right to enter similar agreements with third parties at any time.

5.7 If any of the provisions or portions of this *Agreement* are invalid under any applicable statute or rule of law, they are to that extent to be deemed omitted.

5.8 This *Agreement* may not be amended or modified except by a written instrument executed by both parties. The San Jacinto Community College District and Stephen F. Austin State University agree to mutual notification of changes and additions to the curriculum and curriculum standards, so that articulation plans may be revised as necessary. Proposed changes in policies or curriculum by either party must be communicated in writing to the other party and agreed upon in consultation with officials of each institution. Any changes agreed upon must be signed by both parties, dated, and attached to this agreement.

5.9 No financial implications concerning the transfer or exchange of cash, equipment, or real estate is intended or implied by this agreement. The San Jacinto Community College District and Stephen F. Austin State University are separate and independent institutions of higher education and intend to remain so. The administrators of The San Jacinto Community College District and Stephen F. Austin State University are authorized to prepare and implement plans of action and procedures necessary to effect this agreement.

The parties hereby execute this *Agreement* in duplicate.

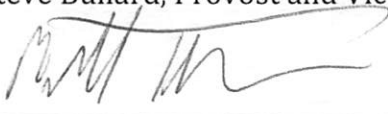
FOR STEPHEN F. AUSTIN STATE UNIVERSITY:



Dr. Baker Pattillo, President



Dr. Steve Bullard, Provost and Vice President for Academic Affairs




Dr. Michael Tkacik, Director of the School of Honors


21 JULY 2017

Date

FOR SAN JACINTO COMMUNITY COLLEGE DISTRICT:



Dr. Brenda Hellyer, Ed.D., Chancellor



Dr. Catherine O'Brien, Associate Chancellor for Learning and Assessment



Dr. Eddie Weller, Director, Honors Program

7/11/17

Date



Associate Vice Chancellor for Learning

July 17, 2017

Stephen F. Austin University
Dr. Baker Pattillo, President
Dr. Steve Bullard, Provost and Vice President for Academic Affairs
Dr. Michael Tkacik, Director of the School of Honors
1936 North Street
Nacogdoches, TX 75965

Dear Dr. Pattillo, Dr. Bullard & Dr. Tkacik:

Attached you will find the final copy of the Articulation Agreement between San Jacinto Community College District and Stephen F. Austin University School of Honors. The Articulation agreement has gone to our Board and been signed by Dr. Brenda Heller. It now needs your signatures. Once signed please return one of the copies in the enclosed envelope and keep the other for your records.

We look forward to working with you on this partnership.

Sincerely,

Dr. Catherine O'Brien
Associate Vice Chancellor of Learning

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Enclosure