

BA/MIA Articulation Agreement

Between

Oswego, State University of New York, located at 7060 State Route 104, Oswego, NY 13126, hereafter referred to as "Oswego" or "Home Institution"

and

The Rockefeller College of Public Affairs and Policy, University at Albany, State University New York, located at Milne 102, 1400 Washington Avenue Albany, NY 12222, hereafter referred to as "Albany" or "Host Institution".

Together hereafter referred to as the "Parties" or individually as "Party".

PREAMBLE

The Parties, wishing to enhance relations between the two institutions and to develop an opportunity for high-achieving undergraduate students at Oswego interested in international affairs to begin work toward a Master of International Affairs (MIA) while completing their undergraduate degree, agree to cooperate on the creation and administration of a "BA/MIA" program.

The Parties agree to cooperate on the development of the program described below. The Agreement is intended to provide a general framework for the program, while technical details regarding the academic curriculum will be negotiated and arranged between the Parties through continuing dialogue.

By signing this agreement, the Parties agree on the following:

1 DEFINITIONS

1.1 MIA. "MIA" shall refer to the Master of International Affairs program administered by Albany.

1.2 BA. "BA" shall refer to any undergraduate degree program at Oswego. The use of the term "BA" shall *not* be construed to restrict participation by students seeking any other undergraduate degree at Oswego.

1.3 BA/MIA. "BA/MIA" shall refer to a program that allows Oswego undergraduate students to begin graduate coursework in the MIA program at Albany while still an undergraduate and to count MIA credit hours toward both their undergraduate degree and MIA degree.

2 THE PROGRAM

2.1 Overview. In order to allow qualified students to rapidly transition from undergraduate to graduate study in the area of public affairs, Parties agree to the following rules regarding recognition of coursework for the bachelor's degree and the MIA degree.

2.2 Early admission to graduate study. Albany agrees to allow students from Oswego to (a) apply for graduate study in the MIA program and (b) enroll in Albany's graduate courses (as a visiting undergraduate student) toward the MIA before completion of their undergraduate degree if they are admitted to the BA/MIA program. Students shall have up to two academic terms in which to complete their undergraduate degree after admission to the BA/MIA program. Students will not be admitted to the MIA program proper until they have provided evidence that their undergraduate degree has been successfully and satisfactorily completed.

2.3 Use of MIA credit toward both BA and MIA degrees – “shared credit hours.” Albany agrees that no more than 12 MIA credit hours may be used toward completion of both the MIA degree and undergraduate degree by students admitted to the BA/MIA program. Reciprocally, Oswego agrees that no more than 12 MIA credit hours may be used toward completion of both the undergraduate degree and MIA degree by students admitted to the BA/MIA program. Each Party may independently determine the requirements that may be met by the 12 shared credit hours.

2.3.1 Matriculation. Students remain matriculated at Oswego until such time that their BA degree has been conferred. While matriculated at Oswego, these students do not count toward Albany student headcount, but their credits do, per SUNY SIRIS reporting guidelines.

2.3.2 MIA Course Registration. Students will register at Albany for all MIA credits pursued through this program.

2.3.3 Remaining Undergraduate Courses. Students will register at Oswego for any remaining courses required of students to complete their BA degree. Students may register for undergraduate courses at Albany at their discretion but may not enroll in more than 12 credit hours of MIA core courses at the graduate level before admission to the MIA program. Oswego alone will determine whether Albany undergraduate courses may be used to complete the student's undergraduate requirements.

2.3.4 Credit Transference. At the conclusion of each semester, Oswego students will be required to request their official transcripts from Albany documenting all earned graduate credits. All courses for which acceptable performance has been achieved will be received as upper-level electives into the student's BA program at Oswego.

2.3.5 Expected academic performance in the 12 shared hours. Each Party may determine the level of academic performance necessary in the shared credit hours in order for the hours to count toward either BA or MIA degree requirements. Failure to perform at the level required by one Party does not imply that the other Party will also fail to recognize the completed credit hours as having met degree requirements.

2.4 Career experience requirement in the MIA program. Students enrolled in the BA/MIA program must complete all undergraduate requirements and be admitted to the MIA program before starting the MIA internship requirement, unless exempted by the Albany Rockefeller College Director of Internships and Career Services. Internship hours completed as part of any undergraduate degree program may not be counted toward fulfillment of MIA degree requirements.

2.5 MIA orientation. All students enrolled in the BA/MIA program must participate in the Albany Rockefeller College's mandatory orientation. Completion of orientation must occur no later than the August after the initial semester of enrollment in graduate courses at Albany.

3 Student Eligibility and Selection

3.1 Outline of process. Student eligibility will be determined through a combination of factors to include sufficient progress in the undergraduate degree program, excellence in undergraduate education, references letters, personal statement, and referral by the Oswego "BA/MIA faculty advisor" (see below). Student selection will be governed by a process involving both institutions.

3.2 Student eligibility. Students who wish to apply for the BA/MIA program (a) must have completed at least 56 credit hours toward their undergraduate degree upon application and 88 completed upon enrollment and have at least 12 credit hours remaining in their undergraduate program, (b) must have maintained at least a 3.3 grade point average (GPA), (c) must have completed at least two "quantitative courses" as defined in section 3.2.2 of this Agreement, and (d) must be pursuing a degree in a department at Oswego that has agreed to participate in the BA/MIA program.

3.2.1 Participating departments. Oswego may designate participating departments and/or degree programs at their option, so long as all participating departments and degree programs agree to the terms included in this Agreement.

3.2.2 Quantitative courses. The Parties will jointly create a list of acceptable courses that demonstrate the prospective BA/MIA student's facility with quantitative analysis. The list will be updated yearly and may include courses in statistics, analytics, economics, mathematics, or other fields that are quantitative in nature. Students may, at their option, substitute the GRE examination for the required quantitative courses if they are unable to complete courses from the list.

3.3 Student application requirements. Students who wish to join the BA/MIA program must submit an application to the MIA program via the Office of Graduate Admissions at Albany. The application must include the application form, two letters of recommendation (one of which must be from faculty at Oswego and one of which must be from the Oswego BA/MIA faculty advisor), a personal statement, and transcripts from all undergraduate and graduate work. Students must be in good academic standing at both Oswego and Albany as applicable to participate in this consortium agreement.

3.3.1 Graduate Record Examination (GRE) requirement. Albany will waive the GRE requirement so long as the quantitative course requirement and all other admission requirements of the BA/MIA program are met. Students may submit GRE scores if they have not completed the required quantitative courses.

- 3.3.2 Interview.** Applicants to the BA/MIA program must be available for interviews with the Oswego BA/MIA faculty advisor and the Albany Chair of the Department of Public Administration and Policy or their designees.
- 3.4 Control of the admissions decision.** Students who apply to this program must have the assent of the Oswego BA/MIA faculty advisor and the Albany Chair of the Department of Public Administration and Policy or their designees.
- 3.5 Graduate application costs.** UAlbany will waive the application fee for all BA/MIA students.
- 3.6 Admission standards.** Students who are deemed eligible for admission shall be assessed on their overall academic achievement, readiness for graduate study, maturity, clarity of purpose with respect to pursuing professional training for work in public affairs, potential for leadership, and previous experience with internships and work in the public sphere.
- 3.6.1 Meeting of minimum standards.** Students that meet the minimum standards outlined above shall not be guaranteed admission to the BA/MIA program.
- 3.7 Expected program size.** Ideally, the program would grow to a steady state of 3-5 entering undergraduates each year. Entering cohorts smaller than three are acceptable. If the number of highly qualified students recommended by Oswego rises above seven, the Parties will discuss whether Albany has the capacity to accommodate larger cohorts.
- 4 Oswego BA/MIA Faculty Advisor**
- 4.1 Designated BA/MIA faculty advisor.** Oswego shall designate one or more faculty members to act as the BA/MIA faculty advisor.
- 4.1.1 Expectations.** The Oswego BA/MIA faculty advisor shall help recruit students, provide assistance with the admissions process, provide input to admissions decisions, offer educational advice to students seeking entry to the BA/MIA program (especially to freshman or sophomores who are seeking to construct an undergraduate program commensurate with admission to the BA/MIA program), and maintain regular communications with the Director of Albany's International Affairs program and associated staff members in the Albany Rockefeller College.
- 4.1.2 Courtesy appointment.** The Oswego BA/MIA faculty advisor shall be offered a courtesy appointment in the Albany Department of Public Administration and Policy.
- 4.1.3 Preferred length of term.** For continuity, the BA/MIA faculty advisor should be appointed for no less than two years, though it is at Oswego's discretion to determine length of appointment.
- 4.2 Administrative Contacts.** Each Party should identify a single point of contact for program related concerns and a contact person in each of the following offices: Academic Advisement, Registrar's Office, Financial Aid Office, and Student Accounts.

5 Marketing and Promotion Efforts

5.1 Overview. The Parties shall each endeavor to promote the BA/MIA program to both current and prospective undergraduate students at Oswego.

5.2 Albany & Oswego website promotion. The Parties will both create web pages to promote the BA/MIA program. The web pages shall be searchable and indexed by major search engines.

Promotional materials. The Parties will create promotional materials jointly that may be distributed to current and prospective Oswego students. The content of such materials shall be controlled by the Party that is paying for their production, however, any use of the other Party's marks, logos, images, or names shall be approved in writing by the Party that owns the marks, logos, images or names, such approval not to be unreasonably withheld. All use of marks and logos on apparel will follow all SUNY Anti-Sweatshop policies and procedures.

5.3 Promotional visit. Albany pledges to maintain regular visits to Oswego by admissions and recruiting and/or career service staff to promote the program, participate in graduate fairs, or meet with both current and prospective BA/MIA students.

5.4 Faculty interaction. Each Party will seek opportunities to create interactions between its faculty and the faculty of the other Party, whether through visits, lectures, virtual lectures, joint research, or other activities, as appropriate and within the limits of faculty interest and time.

6 Length of Agreement, Renewal, and Termination

6.1 Initial term. This Agreement shall commence upon the signatures of the above referenced representatives and be in force for three years.

6.2 Review of initial agreement. Both Parties shall review progress under the Agreement during the third year of the Agreement in order to determine whether there is interest in recruiting cohorts beyond the third year.

6.2.1 Recruiting of cohorts beyond third year. Neither Party will engage in recruiting of students for cohorts beyond the third year of this Agreement unless this Agreement has been renewed or replaced by a new Agreement.

6.3 Renewal. This Agreement may be renewed through execution of a new Agreement or by amending this Agreement.

6.4 Termination. Both of the Parties retain the right to terminate the Agreement at each Party's sole option during the third year.

6.4.1 If the Parties have not agreed to a new or amended Agreement by six months before the termination of this Agreement, this Agreement is considered terminated at the end of this Agreement.

6.4.2 Continuing students. In the event of termination, both of the Parties pledge to honor all commitments under this Agreement until all students matriculated to the

BA/MIA program at the time of termination have either graduated or withdrawn from the BA/MIA program.

7 Student Tuition/Fees/Responsibilities

7.1 Tuition and Fee Rates. Students will be charged undergraduate tuition rates/fees applicable at Oswego for all undergraduate courses registered at Oswego. Students will be charged undergraduate tuition rates/fees applicable at Albany for undergraduate courses and MIA core courses allowed under this agreement at Albany. All graduate courses taken at Albany beyond the initial 12 credits allowed by this agreement will be charged at the graduate tuition/fee rate.

7.2 Student Billing. Each student participating in the BA/MIA program shall be billed directly by the institution at which the course is being taken.

7.2.1 The Parties shall work together to insure each student's financial aid is transferred as appropriate from Oswego to Albany to reflect the courses in which the student is enrolled at Albany and the costs incurred by the student in enrolling in courses at Albany. As the Home Institution, Oswego will be responsible for the processing of financial aid. If a student is entitled to receive a financial aid refund from Oswego, Oswego shall consult with the Albany Office of Student Accounts to ensure the student does not owe an outstanding balance to Albany prior to issuing a refund to the student. If such a balance exists, Oswego shall transfer these credit funds to Albany for application to the student's Albany account. If the Home Institution issues a financial aid refund directly to the student, the Home Institution must inform the student that the financial aid credits will not be sent to Albany and that the student must ensure their Albany invoice has been paid directly by the student.

7.2.2 Oswego will forward a list of participating students to the Albany Offices of Student Accounts and Financial Aid prior to the first billing of the terms (July 20th for fall terms; Dec. 20th for spring terms; May 20th for summer terms).

7.2.3 Each of the Parties shall be responsible for the billing and collection of the courses for which the student is enrolled at their institution and shall have no right for collection from the other of the Parties for uncollected accounts.

7.2.4 The student shall be subject to the billing and payment deadlines of each of the Parties according to the courses in which they are enrolled at each institution.

7.3 Financial Aid. All undergraduate financial aid will be processed, awarded and disbursed to the student's account by Oswego. These students, while matriculated at Oswego, will enroll at Albany as visiting undergraduate students to facilitate Financial Aid processing at Oswego.

7.3.1 Oswego is responsible for monitoring a student's progress towards degree for financial aid purposes while they are still matriculated at Oswego as an undergraduate student.

7.3.2 The total number of credits for which a student registers across both Parties will be used to determine the student's enrollment status and financial aid eligibility. Note, the student must register for credits that are applicable to the degree. If credits are

determined to be not applicable to the degree, the student may lose financial aid eligibility.

7.3.3 Any change to the enrollment status of the student at Albany will be self-reported by the student to Oswego for determination of financial aid implications. Additionally, if Albany becomes aware of an enrollment change by the student, this information will be reported to Oswego as soon as the enrollment change is detected.

7.4 Each student shall abide by and be held accountable for all of the rules, policies and procedures in place at the campus where they are enrolled for courses and shall be subject to the sanctions and discipline in place at that campus. Any such discipline imposed by one campus may also be adopted by and affect the student's status at the other. This includes but is not limited to financial, academic, personal conduct, public safety, and parking rules, policies and regulations.

8 Enrollment and Degree Verification

8.1 Enrollment and Degree Verification through NSC/NSLDS (undergraduates). Reporting of combined enrollment at Albany and Oswego to NSLDS (National Student Loan Data System), whether directly or through NSC (National Student Loan Clearinghouse), will be facilitated by Oswego while the student remains in undergraduate status. Additionally, at the conclusion of the BA, Oswego will report degree completion to NSLDS (National Student Loan Data System), whether directly or through NSC (National Student Loan Clearinghouse).

8.2 Enrollment and Degree Verification through NSC/NSLDS (graduates). Reporting of graduate enrollment (after completion of the bachelor's degree at SUNY Oswego) to NSLDS (National Student Loan Data System), whether directly or through NSC (National Student Loan Clearinghouse) will be facilitated by SUNY Albany while the student remains in graduate status. Additionally, when a B/MIA student completes their SUNY Albany MIA, SUNY Albany will report said degree completion to NSLDS, whether directly or through NSC.

8.3 Official Transcripts. Albany transcripts contain a record of all courses, grades and degrees obtained from Albany at the undergraduate and graduate level. Transcripts are a permanent, irrevocable record of all courses, credits, and final grades accumulated through Albany by the individual student. Students must submit an official request to obtain their transcript. All fees are the responsibility of the student. Transcripts cannot be released for students with certain holds on their record. See 2.3.4 and <http://www.albany.edu/registrar/transcripts.php>.

9 Notice.

All notices, requests, demands, and other communications required or permitted hereunder shall be in writing and delivered in person or by courier, receipt acknowledged, or mailed by certified mail, return receipt requested, postage prepaid, e-mail, or by electronic mail transmission with return electronic mail receipt confirmation required, to the addresses set forth below:

To Albany:

R. Karl Rethemeyer
Dean
Rockefeller College of
Public Affairs & Policy
University at Albany
State University of New York
1400 Washington Avenue
Albany, NY 12222

Carol H. Kim
Provost and Senior Vice President
University at Albany
1400 Washington Ave
Albany, NY 12222

To Oswego:

Deborah F. Stanley
President
Oswego, State University of New York
7060 State Route 104
Oswego, NY 13126

Scott Furlong
Provost and Vice President for Academic Affairs
Oswego, State University of New York
7060 State Route 104
Oswego, NY 13126

And

Todd Foreman
Vice President of Finance & Administration
University at Albany
State University of New York
1400 Washington Ave
Albany, NY 12222

or to such other addressee as may be hereafter designated by notice. All notices become effective only when received by the addressee.

Signed:

Dr. R. Karl Rethemeyer, Dean
Rockefeller College of Public Affairs and Public Policy
University at Albany, State University of New York



Date: 2/17/2021

Dr. Carol H. Kim
Provost and Senior Vice President for Academic Affairs
University at Albany, State University of New York



Date: 2/22/2021

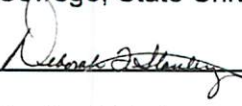
Todd Foreman

Vice President of Finance and Administration
University at Albany, State University of New York



Date: 2/23/21

Dr. Deborah F. Stanley
President
Oswego, State University of New York



Date: 2/16/21

Dr. Scott Furlong
Provost and Vice President for Academic Affairs
Oswego, State University of New York



Date: 2/8/21

Appendix

B/MIA Application Process

August 2020

The B/MIA application process has two stages. First, you must apply for nomination by the B/MIA Faculty Advisor at Oswego. Second, if nominated, you must apply for admission to Rockefeller College.

Most applicants will apply for the combined B/MIA program near the end of their junior year. Admitted students will complete their undergraduate coursework (or all but 12 elective upper division hours of coursework) during the fall of their senior year and begin graduate study at Rockefeller College (in SUNY Albany) during the spring semester or students may take MIA core courses via synchronous distance learning during the Fall and Spring of their Senior year. Students should discuss their personal timeline before applying.

- April 1 - Nomination materials due to Oswego B/MIA Faculty Advisor
- April 20 - Nomination review completed
- May 1 - Applications due to the Rockefeller's B/MIA program
- May 15 – Admissions Decisions Rendered

SUNY Oswego Nomination Checklist

Complete application for admission to UAlbany

Unofficial transcripts of all undergraduate work to date

Two letters of recommendation (one must be from a faculty member at Oswego)

Statement of background and goals, one to two pages in length

Resume

For more details about the nomination process, please contact the Faculty Advisor Dr. Lisa Glidden at lisa.glidden@oswego.edu.