ARTICULATION AND TRANSFER AGREEMENT BETWEEN
HEARTLAND COMMUNITY COLLEGE AND
THE BOARD OF TRUSTEES OF ILLINOIS STATE UNIVERSITY FOR THE
MINOR IN CIVIC ENGAGEMENT AND RESPONSIBILITY

Purpose
The purpose of this agreement is to facilitate the ease of transfer of Heartland Community College (HCC) students and alumni into Illinois State University’s Minor in Civic Engagement and Responsibility.

Student Admissions Policy
Illinois State University will adhere to its established entrance criteria for admission. However, any student admitted to Illinois State University who has completed the Civic Engagement Sequence at Heartland Community College shall automatically be admitted into the Civic Engagement and Responsibility Minor. Specific admissions requirements for transfer students are located in the Illinois State University Catalog available at http://admissions.illinoisstate.edu/.

Articulation Policy
Heartland Community College alumni with an earned Civic Engagement Sequence will be considered by Illinois State University for up to 16 hours of articulated credit toward ISU’s Minor in Civic Engagement and Responsibility. A complete list of articulated classes is attached in Addendum A to this agreement. Course specific articulation applies only to the Minor, and may not apply to articulation for other University degrees and programs.

Responsibilities of Each Institution

Illinois State University agrees to:

- Allow students and alumni of Heartland Community College who meet all admissions requirements of Illinois State University to complete the third and fourth years of the Civic Engagement and Responsibility Minor and receive such a degree subsequent to fulfilling all graduation requirements.

- Articulate each of the Heartland Community College courses to specific Illinois State University courses for purposes of the Minor as indicated in the Articulation Table (Addendum A of this agreement).

- Inform Heartland Community College of any changes to the program’s curriculum in a timely fashion and negotiate, with representatives from Heartland Community College, any necessary alterations to this agreement resulting from those changes.

- Subject to FERPA, inform Heartland Community College of the progress of its graduates enrolled in the Civic Engagement and Responsibility Minor at the end of each academic year for assessment purposes.

- List Heartland Community College as a partner in learning on the Illinois State University Civic Engagement and Responsibility Minor website.

Heartland Community College specifically agrees to:

- Distribute information and materials developed by Illinois State University describing the Civic Engagement and Responsibility Minor.

- Provide contact information for students indicating interest in participation in this agreement to Illinois State University’s Minor Coordinator in order to ensure ease of transferability. Illinois State University will encourage all students to complete their Sequence at Heartland Community College before transfer.

- List Illinois State University as a partner in learning on the Heartland Community College Civic Engagement Sequence website.
• Identify a liaison with Illinois State University to communicate advisement needs for students, curricular changes, and the distribution of materials produced by Illinois State University advertising the program and agreement for purposes of ease of transfer by students between the two institutions.

• Inform Illinois State University of any changes to the Civic Engagement Sequence curriculum in a timely fashion and negotiate, with representatives from Illinois State University, any necessary alterations to this agreement resulting from those changes.

Terms and Provisions of the Agreement

1. Representatives of both institutions agree to meet on a regular basis, but at least biannually, to assess curricular changes and other conditions that may affect the nature of the agreement.

2. This agreement does not preclude either institution from making curriculum changes as it may solely deem appropriate in which case appropriate notice will be given to the operative academic personnel at the cooperating institution.

3. Subject to review and approval by both parties, appropriate publications and promotional materials regarding this agreement will be made available to all Heartland Community College students with interest.

4. Either ISU or Heartland Community College may terminate this agreement by giving one year’s advance notice to the cooperating institution’s president or academic vice president. All students admitted to ISU or enrolled at ISU at the time such termination becomes effective shall be permitted the opportunity to complete their degree or program upon such terms and conditions as were in effect at the time such student was admitted.

5. This agreement is effective with the 2019 - 2020 academic year and is subject to renewal biannually for a total period not to exceed ten (10) years.

6. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts, either of commission or omission, of the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to either enlarge or diminish any obligation or duty owed by one party against the other or against third parties.

7. Both parties agree to comply with all applicable federal and state nondiscrimination, equal opportunity and affirmative action laws, orders and regulations. Neither party shall engage in unlawful discrimination or harassment against any person because of race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection, gender identity and expression, age, marital status, disability, genetic information, unfavorable military discharge, status as a veteran, or sex (including sexual harassment, sexual assault, domestic violence, dating violence, and stalking).

8. The relationship of each party to the other under this Agreement shall be that of independent contractor, and no employment, partnership or joint venture relationship shall be created by the entry into or performance of this Agreement by the parties.

9. Both parties affirm that, to the best of its knowledge, there exists no actual or potential conflict between such party’s family, business, or financial interests and its obligations under this Agreement; and, in the event of change in either its private interests or obligations under this Agreement, and such party will raise to the other any questions regarding possible conflict of interest which may arise as a result of such change.

10. This Agreement may not be assigned by either party without the prior written consent of the other party. Such consent shall not be unreasonably withheld. This Agreement, attachments, and incorporated references shall constitute the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior communications and writings with respect to the content of said Agreement. This Agreement may not be
amended by either party unless such amendment is mutually acceptable to both parties, and is reduced to writing and signed by both parties.

11. The failure of either party to enforce any provision hereof shall not be construed as a waiver of such party’s right to enforce such provisions in the future. In the event that any provision of this Agreement shall be held to be void, voidable or otherwise unenforceable, the remaining provisions shall remain in full force and effect. This Agreement shall be governed by the laws of the State of Illinois, without regard to the conflicts of laws. Any dispute arising hereunder shall be brought only in the federal or state courts located in Illinois, all protest based on jurisdiction or venue being hereby waived. This Agreement may be executed in counterparts, including by facsimile signature, each of which shall be deemed an original, and all of which together shall constitute a single instrument.

12. Any notice required hereunder shall be deemed given when delivered in person or three (3) days after being sent by first class mail to the following addresses, which may be changed by notice provided pursuant to this Agreement:

For ISU

Dr. Cynthia Edmonds-Cady  
Minor Coordinator  
Campus Box 4650  
Illinois State University  
Normal, IL 61790-4650

For Heartland Community College

Dr. Amy Pawlik  
Dean of Student Support Services  
Heartland Community College  
1500 West Raab Road  
Normal, Illinois 61761

[Signature]
Sept 4, 2018
Jonathan Rosenthal  
Assoc Provost  
Illinois State University

[Signature]  
9/16/18
Cynthia Edmonds-Cady  
CE&R Minor Coordinator  
Illinois State University

[Signature]  
9/26/18
Rick Pearce  
VP for Learning & Student Success  
Heartland Community College

[Signature]  
9/26/18
Sarah Diet-Hunt  
Assoc VP for Academic Affairs  
Heartland Community College

[Signature]  
9/4/18
Jan Murphy  
Vice President and Provost  
Illinois State University
Addendum A

**Articulation Table**

Heartland Community College to Illinois State University for a Minor in Civic Engagement and Social Responsibility

The following table indicates the articulation of courses from HCC to ISU for those courses specific to the Articulation Agreement regarding ISU’s Minor in Civic Engagement and Social Responsibility. ISU will articulate a maximum of 16 hours toward its Minor.

### Core Requirements (11-13 hours)

<table>
<thead>
<tr>
<th>HCC Course Number</th>
<th>HCC Course Title</th>
<th>ISU Course Number</th>
<th>ISU Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>Composition I</td>
<td>ENG 101</td>
<td>Composition as Critical Inquiry</td>
</tr>
<tr>
<td>COMM 101</td>
<td>Intro to Oral Communication</td>
<td>COM 110</td>
<td>Communication as Critical Inquiry</td>
</tr>
<tr>
<td>POS 101</td>
<td>American Government &amp; Politics</td>
<td>POL 101</td>
<td>Citizens and Governance</td>
</tr>
<tr>
<td>SVL 101</td>
<td>Introduction to Service Learning</td>
<td></td>
<td>Minor elective</td>
</tr>
</tbody>
</table>

### Electives (2-3 hours)

<table>
<thead>
<tr>
<th>HCC Course Number</th>
<th>HCC Course Title</th>
<th>ISU Course Number</th>
<th>ISU Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 220</td>
<td>Arts for Early Childhood: Visual Arts</td>
<td></td>
<td>Minor elective</td>
</tr>
<tr>
<td>CRJ 201</td>
<td>Understanding Criminology</td>
<td>CJS 201</td>
<td>Crime and Behavior</td>
</tr>
<tr>
<td>HONR 201</td>
<td>Honors Seminar II</td>
<td></td>
<td>Minor elective</td>
</tr>
<tr>
<td>POS 124</td>
<td>State and Local Politics</td>
<td>POL 221</td>
<td>U.S. State and Local Governments</td>
</tr>
<tr>
<td>POS 215</td>
<td>Campaigns and Elections</td>
<td></td>
<td>Minor elective</td>
</tr>
<tr>
<td>POS/CMM 250</td>
<td>Activism</td>
<td>IDS 125</td>
<td>Foundations of Citizenship: An Introduction to Civic Responsibility</td>
</tr>
</tbody>
</table>