



Michigan Tech

NON-FUNDING AGREEMENT APPROVAL

I. PROJECT INFORMATION

A. TITLE Accelerated Masters - Environmental Eng Science

B. PROJECT DIRECTOR/PI	TITLE	PHONE/EMAIL	DEPARTMENT/CENTER/INSTITUTE(S)
PI <u>Audra Morse</u>	<u>Chair</u>	<u>7-3240</u>	<u>Civil & Environmental Engineering</u>
Liaison _____	_____	_____	_____

C. NON-MICHIGAN TECH ENTITY (IES) INVOLVED (If more than two, check here and attach an additional sheet)

	Entity 1	Entity 2
Name	<u>University of Wisconsin Oshkosh</u>	_____
Contact	<u>Gregory Kleinheinz - Chair</u>	_____
Address 1	<u>Department of Engineering Technology</u>	_____
Address 2	<u>800 Algoma Boulevard</u>	_____
City/State/Zip	<u>Oshkosh, WI 54901</u>	_____
Country	_____	_____
Phone	<u>920-424-1100</u>	_____
Fax	<u>920-424-0832</u>	_____
Email	<u>kleinhei@uwosh.edu</u>	_____

D. DEADLINE _____ Acct# _____ [Attach mailing instructions]

E. AGREEMENT TYPE - Check all that apply

<input checked="" type="checkbox"/> New Agreement	<input type="checkbox"/> International Agreement	<input checked="" type="checkbox"/> Graduate	Agreement Duration Start/Effective Date: _____ End/Expiration Date: _____
<input type="checkbox"/> Renewal of Existing Agreement	Are there financial commitments? <input type="checkbox"/> Yes <input type="checkbox"/> NO	<input checked="" type="checkbox"/> MS <input type="checkbox"/> PhD	
	If exchange: <input type="checkbox"/> Reciprocal or <input type="checkbox"/> One Way	<input type="checkbox"/> Undergraduate	
		<input type="checkbox"/> AAS <input type="checkbox"/> BS/BBA	

F. UNUSUAL REQUIREMENTS (please list)

(Financial commitments, special terms & conditions, etc.):

For proper routing and handling, questions relating to contractual or other legal matters regarding the attached agreement should be directed to the Office of Innovation and Industry Engagement at 906-487-2228. Any questions relating to technical matters of the agreement are to be referred to the project director/department.

II. DISCLOSURES/CERTIFICATIONS

Conflict of Interest: The proposed project or relationship with the Sponsor (check one) **does** or **does not** present a Category III, IV, or V conflict Michigan Tech's Conflict of Interest Policy (COIP). (You **MUST** check one of the above boxes)
<http://www.mtu.edu/research/administration/integrity-compliance/conflict-interest/>

I certify that I have read, understand, and will comply with the University's Policy on Misconduct in Research, Scholarly and Creative Endeavors.

- 1) The statements on this form (excluding scientific hypotheses and scientific opinions) are true and complete, and
- 2) I certify and attest that the information submitted within the accompanying application is original, true, complete and accurate. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. I agree to accept responsibility for the scientific conduct of the agreement and to provide the required progress reports if a grant is awarded as a result of this application.

I agree to accept any administrative and fiscal obligations, and confirmation that appropriate space, facilities, and financial supports, if necessary, will be available for this agreement.

Audra Morse 8-23-18

Project Director/Principal Investigator Signature & Date

 Chair/Department Head Signature & Date

 Dean Signature & Date (if applicable)

Other Required Signatures

If Graduate and/or	Dean of the Graduate School _____	Date _____
If Undergraduate or for any credit course and/or	Provost _____	Date _____
If Course Credit Transfer and/or	Registrar _____	Date _____
If International Programs & Services and/or	Director of Int'l Programs/Services _____	Date _____
If Software & License (to purchase) and/or	Chief Information Officer _____	Date _____
If Research Exchange	VP for Research _____	Date _____

Internal Use ONLY Execution Date _____	<input type="checkbox"/> MOU/MOA <input type="checkbox"/> Master <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Non-Disclosure Agreement <input type="checkbox"/> Material Transfer Agreement <input type="checkbox"/> Software & License (to purchase) <input type="checkbox"/> Other <input type="checkbox"/> Land/Equipment Lease	<input type="checkbox"/> Student Exchange Agreement <input type="checkbox"/> Faculty Exchange Agreement <input type="checkbox"/> Research Exchange Agreement <input type="checkbox"/> Articulation <input type="checkbox"/> Internship/Clinical Experience <input type="checkbox"/> Student Transfer	Internal #: _____ Date Submitted: _____
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**Accelerated Master's Program
Collaboration Agreement
Between
Michigan Technological University
and
University of Wisconsin Oshkosh**

In order to promote educational excellence and academic cooperation, Michigan Technological University ("Michigan Tech"), located in Houghton, Michigan, 49931, and University of Wisconsin Oshkosh ("UW Oshkosh"), located in Oshkosh, Wisconsin, 54901, agree to implement an Accelerated Master's Program ("Program"). This Agreement is made under the following conditions set forth below:

1. Mutual Consent. The Program is established by mutual consent by both institutions.
2. Degree Program Guidelines. Guidelines for each degree program within the Program are attached as Exhibit A.
3. Study Plan. Students wishing to participate in the Program should consult with the Program liaison at UW Oshkosh to determine appropriate course selection and preparation requirements. The intention is for students to be able to complete the master's degree in one year at Michigan Tech after receiving a bachelor's degree at UW Oshkosh and double-counting up to six (6) credits towards the master's degree. Successful completion of the master's degree is, however, entirely dependent on the performance of individual students.
4. Academic Year.
 - a. An 'academic year' in the context of this agreement is defined as a fall and a spring semester.
 - b. At Michigan Tech, the fall semester begins in late August and the spring semester begins in early January.
5. Graduate Admission Criteria.
 - a. Students are required to apply through the standard Graduate School admission process, identify that they wish to participate in this negotiated agreement within the application, and must be accepted by the academic program to which they apply. Michigan Tech reserves the right to make all admission decisions based on established criteria, standards, and enrollment capacities.
 - b. Program students must submit a complete application package, the components of which may vary by program. See the appropriate degree program's Exhibit A for more information.
 - c. Students must apply and be accepted before receiving their bachelor's degree at their home institution.
 - d. Students receiving their bachelor's degree in the Spring must register for Fall semester however they may register for Summer session. Students receiving their bachelor's degree in the Fall, must register for Spring semester.
6. Conferring of Degrees. Successful completion of the Program will lead to a master's degree awarded by Michigan Tech. Michigan Tech makes no express or implied guarantee that Program students enrolling in a master's program will successfully complete a master's degree.

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7. **Tuition and Fees.** Neither Michigan Tech nor UW Oshkosh will be responsible for the costs of tuition and fees, books, non-mandatory fees, equipment, room, board, travel, transportation or other personal expenses of Program students. For more information on the cost, go to: <https://www.mtu.edu/gradschool/financial/cost/>
8. **Student Standards of Conduct.** Program students will be governed by the same regulations and performance standards as all Michigan Tech students. Michigan Tech reserves the right to dismiss any Program student whose academic standing or conduct warrants such action.
9. **Health and Medical Insurance.** Program students will be personally responsible for adhering to Michigan Tech's health/medical insurance requirements for the time period of their participation. Michigan Tech will assist incoming student participants in identifying available health insurance options. Program students shall provide emergency contact information.
10. **Housing.** Michigan Tech will make every effort to assist participating students in securing on-campus housing for the period of time that they will be on the Michigan Tech campus; however, on-campus housing is not guaranteed and if secured, the cost of room and board will be the responsibility of the students. Program students are responsible for following Michigan Tech's on-campus housing application procedures and policies if they live on campus.
11. **Access to Facilities.** Program students shall be entitled to participate in any introductory or orientation courses or programs that may customarily be arranged for students at Michigan Tech and shall have the same rights of access to academic and social facilities as all Michigan Tech students.
12. **Intellectual Property:** Ownership of inventions, discoveries, and works of authorship which are discovered, conceived, and/or created directly pursuant to any activity under this Agreement shall be with the university(s) where such Intellectual Property was discovered, conceived, and/or created.

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13. Administrative Liaison. Both parties agree to appoint a coordinator or administrative liaison to support the Program. If a new coordinator or administrative liaison is appointed, a written notice of the change should be given to the other institution.

For Michigan Tech:
Jacque Smith
Director, Grad Enrollment Services
Graduate School
Michigan Technological University
1400 Townsend Dr.
Houghton, MI 49931 U.S.A.
Tel: 906-487-1434
jacque@mtu.edu

For UW Oshkosh:
Greg Kleinheinz
Chair, Dept of Engineering Technology
102 ERIC Laboratory
University of Wisconsin Oshkosh
800 Algoma Blvd.
Oshkosh, WI 54901
Tel: 920-424-1100
kleinhei@uwosh.edu

14. Cost sharing. No monetary consideration will be exchanged between the two institutions, nor will there be any indemnities, reimbursements for expenses, or sharing of fees or profits arising from the exchange.

15. Definition of Relationship. The relationship of Michigan Tech and UW Oshkosh under this Agreement shall be that of independent contractors, and neither party shall be deemed, nor hold itself out as being, a partner or agent of the other party. Neither Michigan Tech nor UW Oshkosh shall be liable for acts of the other, nor shall they be liable for the acts of students participating in the Program. Neither institution will use the name or logo of the other except to accurately describe the services or benefits being provided by each institution.

16. Equal Opportunity Policies. Both institutions subscribe to a policy of equal opportunity and will not discriminate on the basis of race, religion, color, national origin, age, sex, sexual orientation, gender identity, height, weight, genetic information, marital status, veteran status, or disability.

17. Duration of Agreement. This Agreement, is subject to review at the end of the first year and shall be effective for three (3) academic years beginning upon the date of last signature. It shall be subject to revision, modification or renewal by mutual written agreement. In particular, Michigan Tech may modify Exhibit A to become effective upon written notice of such modification by Michigan Tech to UW Oshkosh. Either party may terminate this Agreement by written notice submitted at least 90 days in advance of the start of an upcoming academic semester. Termination would not affect students already engaged in the Program who will be given a maximum period of two semesters to complete the Program. If the Agreement is not renewed by mutual consent, or sooner terminated as allowed, the Agreement will conclude at the end of the specified time period.

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18. Entire Agreement. This Agreement embodies the entire understanding between Michigan Tech and UW Oshkosh regarding the subject matter. All past discussions, agreements, and understanding, whether oral or written, whether formal or informal, are superseded by this Agreement.

In witness whereof, the parties have caused this Collaboration Agreement to be duly executed.

For Michigan Technological University:

For University of Wisconsin Oshkosh:

Jacqueline E. Huntoon
Provost and Vice President for
Academic Affairs



John Koker
Provost and Vice Chancellor for Academic
Affairs

Date _____

Date 8/9/18 _____

EXHIBIT A

to

Michigan Tech – UW Oshkosh

Accelerated Master's Degree Program Collaboration Agreement

Program Department: Civil & Environmental Engineering

Degree Program: Environmental Engineering Science

Contact: Dr. Audra Morse

anmorse@mtu.edu

906-487-3240

Michigan Technological University Application/Admission Requirements:

- Students are required to apply through the standard Graduate School admission process, identify that they wish to participate in this negotiated agreement within the application, and must be accepted by the academic program to which they apply. Michigan Tech reserves the right to make all admission decisions based on university criteria, standards, and enrollment capacities.
- Students are required to have a 3.0 or better cumulative GPA upon completion of their bachelor's degree to participate in this Program.
- Students must upload and provide all required application documents using their MyMichiganTech personalized website including:
 - Student Statements
 - Transcripts
 - Letters of Recommendation (2)
 - Resume/Vitae
 - GRE (Waivers upon approval of Graduate Program Director)
- Students must supply official proof of the bachelor's degree upon enrollment into the master's program.

Degree options open to COURSEWORK students

Degree Requirements:


- Students are required to meet all the Graduate School Admissions requirements: <http://www.mtu.edu/gradschool/prospective/apply-now/>
- Students must work with an advisor to develop and file a Degree Schedule form and other required forms: <http://www.gradschool.mtu.edu/forms>
- Thirty approved credits beyond the bachelor's degree are required for a master's degree.
- Maximum of 12 credits may be at the 3000 or 4000 level (with program approval).


- A maximum of ten credits (including double-counted credits) may be transferred towards the Michigan Tech master's degree. Non double-counted credits may be used as long as they are not applied toward a degree at UW Oshkosh. The official UW Oshkosh transcript must clearly indicate that the non double-counted transferred courses were not applied toward a degree at UW Oshkosh.
- Up to six credits may be double-counted from the student's home institution with approval from the Graduate Program Director and the Graduate School.
- See all degree requirements at:
<http://www.mtu.edu/gradschool/administration/academics/requirements/>
- Unallowable credits:
 - Courses numbered below 3000
 - Research Credits
 - Audited courses
 - Continuous enrollment courses (ex: UN5951, UN5953)
 - Courses taken for pass/fail
 - Credits applied toward another degree with the exception of the approved, six double-counted credits.
- Grades:
 - See the Graduate School's requirements for students to maintain good academic standing at:
<http://www.mtu.edu/gradschool/administration/academics/policies-procedures/good-standing/>
 - Up to a maximum of 6 credits of BC/C grades may be applied toward the master's degree, at the discretion of the Graduate Program Director. See scholastic standards at:
<http://www.mtu.edu/gradschool/administration/academics/policies-procedures/scholastic-standards/>

Time Limit:

- It is expected that students will be able to complete the degree requirements with one year of full-time study. Program time limits are set by the Graduate School.

Approved:

Dept Grad Program Director:  Date: 8/27/18

Department Chair:  Date: 8-23-18

College Dean: _____ Date: _____

Graduate School Dean: _____ Date: _____