

THE STATE OF TEXAS §

COUNTY OF LUBBOCK §

**Memorandum of Understanding**  
**Student Access & Success Partnership**  
**Between**  
**Texas Tech University and Tarrant County College District**

In order to increase the number of Texas residents completing a bachelor's degree and to help the State of Texas reach the goals set out in the Texas Higher Education Coordinating Board's report *Closing the Gaps*, Texas Tech University (TTU) and Tarrant County College (TCCD) have agreed to participate in the Student Access & Success Partnership (partnership).

As a component of transfer initiatives at TTU, this partnership provides a wide range of services and activities for TCCD students designed to:

- Increase awareness about the educational and student support opportunities available at TTU.
- Encourage currently enrolled transfer students at TTU to complete their associate's degree.
- Provide pre-TTU academic advising to help ensure increased degree applicability of transfer credits
- Provide a more seamless transfer experience to TTU.

**TTU and TCCD agree that the Initiatives shall include the following:**

***TTU agrees to:***

1. Identify the primary office and/or designee(s) responsible for oversight of this agreement as The Office of Community College & Transfer Relations (CCTR) [www.cctr.ttu.edu](http://www.cctr.ttu.edu).
2. Provide academic advising (semester-by-semester), admissions counseling and enrollment information to TCCD students interested in transferring to TTU.
3. Provide communication regarding TTU admissions policy and procedure updates, campus recruitment events, and scholarship opportunities to the person(s) TCCD designates as the partnership representative(s).
4. Schedule various TTU representatives to be on the TCCD campus, to provide various transfer related information, in a manner agreed upon between the TTU CCTR office and the designated TCCD partnership representative(s).
5. Facilitate a visitation program for TCCD students interested in transferring to TTU.
6. Contact TCCD with information needed to advertise and inform potential transfer students of each event.
7. Facilitate TCCD's ability to offer retroactive associate's degrees or, "reverse transfer", by developing a plan whereby transcript information for students, who transferred to TTU prior to earning an associate's degree, may be reported back to TCCD. Reporting of students will begin as soon as an addendum to this partnership is agreed upon and signed by the registrars of TCCD and TTU.

8. Promote the seamless transfer of TCCD students to TTU by ensuring that information on Optimal Transfer Plans for TTU degree programs is current and readily available to both students and academic advisors at TCCD.
9. Encourage the development of articulation agreements. All agreements should be on file in the TTU Office of the Provost via CCTR.

**TCCD agrees to:**

1. Identify the primary office and/or designee(s) responsible for oversight of this partnership agreement as the Office of Academic Support Services.
2. Provide a mutually agreed upon list of prospective transfer students to TTU as determined by designees of TTU and TCCD. The list will be comprised of students who meet the following criteria:
  - a. *Currently enrolled with a projected transfer date of Spring 2013 and beyond;*
  - b. *Have completed 12 semester hours or more;*
  - c. *Have an overall GPA of 2.25 or better;*
  - d. *Pursuing an Associate in Arts or Science or is undecided;*
  - e. *Not enrolled in a Certificate or Associate in Applied Sciences program;*
  - f. *Do not currently have a 4-year degree;*
  - g. *Are not currently enrolled at a 4-year school of higher education.*
3. Provide transfer counselor contact information to TTU and update this information as changes occur.
4. Coordinate the planning, facilitating and advertising of at least one student recruitment event on their campus each academic year for prospective transfer students (TTU will provide the information and TTU admissions counselors).
5. Coordinate visitation trips to TTU and underwrite the cost of transportation to and from these events, as well as advertise, promote, and facilitate such events.
6. Promote communication about partnership initiatives with faculty, staff and students.
7. Initiate articulation agreement discussions when deemed necessary.
8. Promote the seamless transfer of TCCD students to TTU by:
  - a. *ensuring that Optimal Transfer Plans for TTU degree programs are readily available to all students and academic advisors at TCCD;*
  - b. *Encourage students to contact CCTR academic advisors each semester for supplemental advising.*
9. Cooperate fully with TTU in awarding retroactive associate's degrees or, "reverse transfer", by developing a plan whereby transcript information for students, who transferred to TTU prior to earning an associate's degree, that is sent back to TCCD by TTU is processed in a timely fashion and results reported back to TTU. Reporting of students will begin as soon as an addendum to this partnership is agreed upon and signed by the registrars of TCCD and TTU.

This agreement and partnership shall begin upon execution of this agreement and continue indefinitely. As needed, representatives of the institutions will review and, where appropriate, modify this agreement. This agreement and partnership may be terminated by either party by written notice of termination.



SIGNATURE PAGE

MEMORANDUM OF UNDERSTANDING

Student Access & Success Partnership

Between

Texas Tech University and Tarrant County Community College District

Texas Tech University

  
\_\_\_\_\_  
Jennifer Adling, Director - Procurement Services

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Date

10-15-13

  
\_\_\_\_\_  
Lawrence Schovanec, Interim Provost

\_\_\_\_\_  
Date

10/8/13

  
\_\_\_\_\_  
M. Duane Nellis, President

\_\_\_\_\_  
Date

10.21.13

Tarrant County College District

  
\_\_\_\_\_  
David A. Wells, Vice Chancellor for Academic Affairs

\_\_\_\_\_  
Date

10/30/2013

  
\_\_\_\_\_  
Erma C. Johnson Hadley, Chancellor

\_\_\_\_\_  
Date

11/1/13