**COMMISSION FOR HIGHER EDUCATION**
Friday, June 12, 2009

**DECISION ITEM D:** **Approval of Ivy Tech Community College Accelerated Associate Degree Pilot Project Contract**

**Staff Recommendation** That the Commission for Higher Education authorize staff to sign a one-year contract with Ivy Tech Community College to support the development and implementation of the Ivy Tech Community College Accelerated Associate Degree Pilot Project.

**Background** The 1999 General Assembly appropriated funding to support the development of the Community College. Funds remaining from that appropriation will be transferred to Ivy Tech Community College to support the Ivy Tech Accelerated Associate Degree Pilot Project.

 Commission By-Laws specify that all contracts exceeding $50,000 must be brought to the Commission for approval. The Ivy Tech Community College Accelerated Associate Degree Pilot Project agreement will amount to $269,378, and will be available for expenditure by Ivy Tech Community College through FY10.

**Supporting Document** Copy of Ivy Tech Community College Accelerated Associate Degree Pilot Project Memorandum of Understanding.

# MEMORANDUM OF UNDERSTANDING

(Dated June 15, 2009)

This Memorandum of Understanding (MOU) is made by and between the Commission for Higher Education (the “Commission”), and Ivy Tech Community College of Indiana (“Ivy Tech”) concerning the development and implementation of the Ivy Tech Accelerated Associate Degree Pilot Project. The term of this Memorandum of Understanding runs from June 15, 2009 to June 30, 2010.

The purpose of this MOU is to provide funding to Ivy Tech for a pilot program for an Accelerated Associate Degree program at Ivy Tech. The Ivy Tech Community College Accelerated Associate Degree Pilot Project aims to provide students with the opportunity to complete a marketable and transferable degree in less than one year, and will demonstrate an innovative education delivery method that may have larger implications for higher education around the state. The Pilot Project will condense a traditional 60 credit-hour degree program into a series of short sessions, enabling students to complete all required credits in less than one year.

The parties agree as follows:

1. As part of the development and implementation of the Accelerated Associate Degree Pilot Program, the duties and responsibilities of Ivy Tech include, but are not limited to:
	1. Developing curriculum and course delivery schedules to accommodate the Program’s accelerated timeframe.
	2. Developing initial communication to participating high schools, seeking individual meetings with school leadership and faculty.
	3. Articulating and communicating the project objectives to school leadership, and other external stakeholders, including members of the business community, members of the Commission for Higher Education, and members of the General Assembly.
	4. Announce program at each participating high school to student body, building excitement and momentum.
	5. Developing the criteria by which students are eligible to participate in the program.
	6. Identifying members of the Project Advisory Board, which will consist of interested parties and will be responsible for interviewing and selecting student participants.
	7. Developing, with the assistance of the Commission for Higher Education staff, a robust survey mechanism to gather student data.
	8. Oversee and organize the delivery of student surveys and assessments.
	9. Provide day-to-day oversight of the program.
2. The Commission shall transfer funds in the amount of $269,378 to Ivy Tech for development and implementation of the Accelerated Associate Degree Pilot Program. The funds will be transferred to Ivy Tech in a lump sum within sixty days of the signing of this MOU. The parties recognize that the funds transferred by the Commission under this paragraph to Ivy Tech represent only a portion of the funds needed to support the Accelerated Associate Degree Pilot Program, but represent the total financial contribution expected from the Commission under this MOU. Ivy Tech and the Commission shall work together to seek and obtain other funding sources to support the program as necessary and appropriate.
3. In addition to the funds transferred under paragraph (2), the Commission shall provide Ivy Tech with reasonable assistance as necessary and appropriate in the development and implementation of the Accelerated Associate Degree Pilot Program, including but not limited to data collection and analysis. The parties agree that Ivy Tech shall consult and advise the Commission on issues of key importance to the Program.

The funds transferred by the Commission to Ivy Tech under paragraph (2) above shall be utilized by Ivy Tech to employ one full-time employee as the Program Coordinator. This employee will report to Ivy Tech Community College leadership. The funds may also be used to support administrative, instructional and facility costs associated with developing and implementing the Accelerated Associate Degree Pilot Project at Ivy Tech. It is anticipated that Ivy Tech shall exhaust the money transferred from the Commission to Ivy Tech by the end of this MOU.

1. Ivy Tech Community College, in signing this Memorandum of Understanding, agrees to provide the Commission with a quarterly briefing on project status, including student enrollment, research findings, and issues, and to provide a final report of expenditures to the Commission no later than sixty (60) days following the completion of this MOU.
2. Either party can terminate this Memorandum of Understanding at any time with written thirty (30) days written notice to the other party. Upon receipt of such notice, the parties shall cease working on the Project and any funds transferred to Ivy Tech under paragraph (2) above then unexpended shall be returned to the Commission along with an accounting of the expenditures thereto within sixty (60) days of the receipt of such notice.
3. This MOU represents the entire agreement between and parties may be amended only by written agreement of the parties.

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Ken Sauer, Interim Commissioner Thomas Snyder, President

## Commission for Higher Education Ivy Tech Community College of Indiana

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Date Date

**About the Ivy Tech Community College Accelerated Associate Degree Pilot Project**

The Ivy Tech Community College Accelerated Associate Degree Pilot Project aims to provide students with the opportunity to complete a marketable and transferable degree in less than one year, and will demonstrate an innovative education delivery method that may have larger implications for higher education around the state. The Pilot Project will condense a traditional 60 credit-hour degree program into a series of short sessions, enabling students to complete all required credits in less than one year.

The Pilot Project will target students from traditionally low-income, high-minority population, and low college-entry high schools in Indianapolis and Ft. Wayne. Students will be nominated by teachers, counselors and administrators utilizing determined criteria, and selected by an Advisory Panel. The participating students will benefit individually, and should the Pilot Project demonstrate successful results, there is potential for thousands of students from around the state to benefit from credentials offered in an accelerated format.

While participating students are skill in high school, they will take the Ivy Tech placement exam (COMPASS), to learn where skill deficiencies exist. Students who require remediation will do so while still in high school, enabling college entry without the need for developmental coursework. Student success will be enhanced by dual credit opportunities in high school. Once arriving on campus, students will be placed into learning communities, which will track through courses and the program together, building support networks and engagement in the college community. Students will also be assigned a “homeroom” along with their learning community, which will reinforce group bonds and provide continuity between the high school and college experiences. During the year, students will have the opportunity to meet with business leaders and potential employers, and to visit 4-year campuses, building excitement and motivation toward degree completion.

Ivy Tech Community College and the Commission for Higher Education are currently pursuing grant funding for this initiative with several funders.