

## **MEMORANDUM OF UNDERSTANDING**

BETWEEN

**BLUE RIDGE COMMUNITY AND TECHNICAL COLLEGE**

**AND JAMES RUMSEY TECHNICAL INSTITUTE**

APRIL 1, 2011 with UPDATE September 2019

### **I. INTRODUCTION**

A partnership has existed between Blue Ridge Community and Technical College and James Rumsey Technical Institute wherein several collaborative degree programs were in place for post-secondary students to complete a program of study at James Rumsey Technical Institute, and then transfer the credits earned to Blue Ridge Community and Technical College to be applied toward an associate's degree.

As part of the Higher Learning Commission's Program to Evaluate and Advance Quality, a comprehensive visit of the Blue Ridge Community and Technical College campus was conducted in October 2009 in order to retain higher education accreditation. An in-depth evaluation by a team of trained peer reviewers was conducted and upon the recommendation of the peer reviewers, a final decision was made by the Commission. This decision indicated that Blue Ridge Community and Technical College must modify its relationship with James Rumsey Technical Institute concerning collaborative programs as James Rumsey Technical Institute is accredited as an institution of secondary education.

To fulfill the criteria for accreditation set forth by the Higher Learning Commission, Blue Ridge Community and Technical College must alter the course of action of collaborative programs and establish a conventional transfer agreement with James Rumsey Technical Institute. To this end, the memorandum of understanding will institute a course of action, as outlined in Section IV, to administer students currently enrolled in collaborative programs, and to outline avenues for credit transfer and/or degree or skill set completion.

### **II. PURPOSE**

The purpose of this transfer agreement is to define a course of action for the transfer of post-secondary students currently enrolled at James Rumsey Technical Institute in former collaborative programs with Blue Ridge Community and Technical College. This agreement transcends any former agreements or arrangements concerning the following post-secondary programs:

- Automotive Technology
- Culinary Arts
- Electromechanical Technology
- Electrical Technician
- Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R)
- Surgical Technology

### III. DEFINITIONS

The following terms are defined to avoid uncertainty and to describe more clearly the conditions of the transfer agreements:

#### *Collaborative programs*

Programs of study formerly delivered by James Rumsey Technical Institute in conjunction with Blue Ridge Community and Technical College leading toward associate's degrees awarded by the College; programs include Automotive Technology, Culinary Arts, Electromechanical Technology, Electrical Technician, Heating, Ventilation, Air Conditioning, and Refrigeration, and Surgical Technology

#### *Post-secondary*

A level of education directed toward the awarding of academic degrees or professional certifications

#### *Transfer credit*

Credit granted to a student for educational experiences of courses taken at James Rumsey Technical Institute

#### *Elective credit*

Credit granted to a student in lieu of a specific credit when a course is not close enough in content to a catalogued course

#### *Articulated credit*

Credit granted to a student for specific courses when content is equivalent to courses at the College

### IV. COURSE OF ACTION

#### A. Automotive Technology

Students who completed the Automotive Technology program of study and have become an ASE Certified Automobile Technician may be awarded up to 30 elective credits to be applied toward the Applied Technology Associate of Applied Science degree program. Official documentation of the student's credential is required for transfer credit to be awarded.

Students who completed courses in the Automotive Technology program of study but who are not ASE certified may submit a portfolio of credit to be applied toward the Board of Governors Associate of Applied Science degree program. The portfolio provides the opportunity to equating documented, college-level, experiential learning to college credit.

#### B. Culinary Arts

Students who completed the Culinary Arts program of study and have become an ACF Certified Culinarian will receive a credit waiver for the following course requirements

within the Food Service or Baking and Pastry Associate of Applied Science degree programs:

<b>Course</b>	<b>Title</b>	<b>Credit Hours</b>
CART 100	Introduction to Culinary Food Service	2
CART 115	Safety and Sanitation in Food Service	2
CART 245	Cooking Fundamentals	3

Students enrolled in the Culinary Arts program will receive 4 hours of articulated credit for the following course:

<b>JRTI Course</b>	<b>Blue Ridge CTC Course</b>
JCUL 292 Externship	CART 292 Internship

Students who completed the Culinary Arts program of study and have become an ACF Certified Culinarian may enroll in the Applied Technology Associate of Applied Science degree program and be awarded up to 30 elective credits to be applied toward the program. Official documentation of the student's credential is required for transfer credit to be awarded.

Students who completed courses in the Culinary Arts program of study but who are not ACF certified may submit a portfolio for credit to be applied toward the Board of Governors Associate of Applied Science degree program. The portfolio provides the opportunity for equating documented, college-level, experiential learning to college credit.

C. Electromechanical Technology

Students who completed the Electromechanical Technology program of study and have become a licensed Journeyman may be awarded up to 30 elective credits to be applied toward the Applied Technology Associate of Applied Science degree program. Official documentation of the student's professional license is required for transfer credit to be awarded.

Students who completed courses in the Electromechanical Technology program of study but who are not licensed may submit a portfolio for credit to be applied toward the Board of Governors Associate of Applied Science degree program. The portfolio provides the opportunity for equating documented, college-level, experiential learning to college credit.

D. Electrical Technician

Students who completed the Electrical Technician program of study have completed the Apprentice Journeyman Electrician test, and earn the Journeyman Electrician, NCCER (National Center for Construction & Education Research) Credentials and OSHA 10 Certification Technician licenses, may be awarded up to 30 elective credits to be applied

toward the Applied Technology Associate of Applied Science degree program. Official documentation of the student's credential is required for transfer credit to be awarded.

Students who completed courses in the Electrical Technician program of study but who are not NCCER and OSHA certified may submit a portfolio for credit to be applied toward the Board of Governors Associate of Applied Science degree program. The portfolio provides the opportunity for equating documented, college-level, experiential learning to college credit.

E. Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R)

Students who completed the Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) program of study and successfully passed the AHRI Residential ICE or Light Commercial ICE exam, as well as completed the Universal R-410A Safety Training and Certification program may be awarded up to 30 elective credits to be applied toward the Applied Technology Associate of Applied Science degree program. Official documentation of the student's certification and safety training is required for transfer credit to be awarded.

Students who completed courses in the Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) program of study but have not earned certification or completed safety training may submit a portfolio for credit to be applied toward the Board of Governors Associate of Applied Science degree program. The portfolio provides the opportunity for equating documented, college-level, experiential learning to college credit.

F. Surgical Technology

Students who completed the Surgical Technology program of study and have become an AST Certified Surgical Technologist may be awarded up to 30 elective credits to be applied toward the Applied Technology Associate of Applied Science degree program. Official documentation of the student's credential is required for transfer credit to be awarded.

Students who completed courses in the Surgical Technology program of study but who are not AST certified may submit a portfolio for credit to be applied toward the Board of Governors Associate of Applied Science degree program. The portfolio provides the opportunity for equating documented, college-level, experiential learning to college credit.

**V. REVIEW**

The transfer agreement shall become effective when it has been signed on behalf of Blue Ridge Community and Technical College and James Rumsey Technical Institute. An annual review of the memorandum of understanding shall be conducted by appropriate faculty of Blue Ridge Community and Technical College. The faculty shall make a recommendation to their Vice President or designee to continue, discontinue, or amend

the Course of Action as outlined in Section IV. Faculty recommendations will be reviewed by Blue Ridge Community and Technical College faculty which will advise the executive staff's decision concerning transfer arrangements. The decision to continue, discontinue, or amend the memorandum of understanding will be determined by the President of Blue Ridge Community and Technical College and the executive staff on an annual basis.

VI. APPROVALS

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Dr. Peter G. Checkovich	Date
President, Blue Ridge Community and Technical College	

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Donna Van Metre	Date
Administration Director/Principal, James Rumsey Technical Institute	