

Agreement
For Cooperative Programs
Leading to a Baccalaureate Business
Administration Degree

WHEREAS, Southeast Technical College hereinafter referred to as SETC, wishes to provide for certain of its student's instruction leading to an Associate of Science: Business and a Baccalaureate Degree, and

WHEREAS, Briar Cliff University, hereinafter referred to as BCU, has an accredited Business Administration program leading to a Baccalaureate Degree, and

WHEREAS, the parties for mutual consideration and benefits agree to offer educational services in order to provide students the opportunity to access and complete a cooperative educational program for the Bachelor Degree, the terms and conditions hereinafter set forth.

A. GENERAL TERMS

- 1) The purpose of this agreement is to assist specified students to prepare for a career in Business Administration by receiving instruction that utilizes the expertise of SETC and BCU in providing the educational preparation for said career.
- 2) The parties jointly agree to admit students to both colleges and allow dual registration.
- 3) BCU agrees to:
 - a. Provide academic counseling to students who intend to apply for admission to selected programs.
 - b. Admit qualified students to the Business Administration major
 - c. Confer the Baccalaureate Degree when all the requirements have been fulfilled.
- 4) SETC agrees to:
 - a. Provide academic counseling to students who intend to apply for admission to Briar Cliff University's Business Administration program.
 - b. Admit students to the SETC Business Administration transfer program in the Associate of Science: Business degree.
 - c. Confer the Associate of Science: Business degree when the requirements for the degree have been fulfilled.
 - i. Retroactively grant Associate Degrees to students who have not completed SETC's requirements of an Associate Degree before they transferred from SETC (reverse transfer). Students who are seeking

Reverse Transfer must have completed a minimum of 15 credits at SETC and must have a minimum GPA of 2.0. The Reverse Transfer procedure is as follows: 1. Student must request that transcripts be sent to SETC; 2. Registrar/Dean of Enrollment will evaluate the transcripts for transferability of courses; 3. Students requesting Reverse Transfer will be placed in the current cataloged program of study; 4. All degree requirements at SETC must be satisfied before a degree is awarded; 5. Student is responsible for any applications, fees, etc. (as stated in the catalog) required for receiving a degree; 6. Students who wish to have their transfer credit re-evaluated must follow the Transfer of Credit Appeal Process outlined in the catalog.

B. DURATION

- 1) The duration of this Agreement shall continue through August 15th of each academic year. Either party may choose by September 1st to terminate this Agreement for the next academic year. Should the Agreement be terminated all students enrolled in the cooperative program shall be graduated. New students will no longer be admitted.

C. SPECIFIC ASPECTS

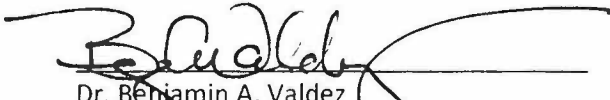
- 1) SETC shall be the college of record for the Associate of Science: Business Degree.
- 2) BCU shall be the college of record for the Baccalaureate Degree.
- 3) BCU shall be responsible for providing all instruction in the Business Administration program and shall maintain all necessary approvals and accreditation for the awarding of the Baccalaureate degree.
- 4) SETC shall be responsible for providing all instruction in the Business Administration transfer program and shall maintain all necessary approvals and accreditation for the awarding of the Associate of Arts degree.
- 5) This cooperative enrollment process will include joint recruitment and marketing.

D. CURRICULUM

- 1) BCU requirements for the Baccalaureate in Business Administration degree shall be in accordance with the attached sequence of courses.
- 2) SETC requirements for the Associate of Science: Business degree shall be in accordance with the attached sequence of courses.
- 3) The SETC and BCU Transfer Guide shall serve as the basis for course equivalents.
- 4) SETC transferred courses will be accepted for the Baccalaureate degree and BCU transferred courses will be accepted for the Associate of Science: Business degree.




Southeast Technical College



Dr. Benjamin A. Valdez
Vice President for Academic Affairs

30 April 2024
Date signed

BRIAR CLIFF UNIVERSITY



Mr. Steve Freeman
Interim President

April 30, 2024
Date signed

2 + 2 Advising Worksheet



Associate of Arts Degree Suggested Program of Study:
Business Administration

Freshman – First Year	Credits
Gen Ed Requirement- computer requirement (CSC 105)	3
Gen Ed Requirement- communications requirement (ENGL 100/ENGL101)	3
Gen Ed Requirement- math requirement (MATH100)	3
Student Success Seminar	2
Principles of Marketing	3
Principles of Selling	3
ACCT 1210 Principles of Accounting I	4
TOTAL	21

Sophomore – Second Year	Credits
Gen Ed Requirement- Bus Comm requirement (CMST 101)	3
Gen Ed Requirement- Social Sciences requirement (ECON 201)	3
Tech Requirement- Technical requirement	12
Capstone in Business Studies	3
BUS 210 Supervisory Management	3
ACCT 211 Principles of Accounting II	4
BUS 217 Customer Service	3
MRT 285 Social Media	3
TOTAL	34

Total SETC Credit Hours 55
(Five more credits are needed)

***Recommended Mathematics**
MATH 1140 (or higher) Intermediate Algebra

***Recommended Elective**
INFO 2100 Excel Spreadsheet Applications

**Are there additional Gen Eds student can complete at SETC

Briar Cliff

Bachelor of Arts Degree in Business Administration

Junior - Fall Semester Courses	Credits
BUAD 220 Microcomputer Applications for Bus.	3
BUAD 226 Bus. Ethics and Social Responsibility	3
BUAD 301 Principles of Marketing	3
BUAD Elective	3
BUAD Elective	3
TOTAL	15

Junior - Spring Semester Courses	Credits
BUAD 330 Principles of Corporate Finance	3
BUAD 352 Risk Management and Insurance	3
BUAD Elective	3
BUAD Elective or Internship	3
BUAD Independent Study	2
TOTAL	14

Senior - Fall Semester Courses	Credits
BUAD 385 Global Business	3
BUAD 476 Business Analytics	3
THEO 204 Christian Morality	3
BUAD Elective	3
BUAD Elective or Internship	3
TOTAL	15

Senior - Spring Semester Courses	Credits
BUAD 365 Supply Chain Management	3
BUAD 350 Production & Operations Management ...	3
BUAD 429 Strategic Management	3
CORE 310 Franciscan Core Courses	2
BUAD Elective or Internship	3
TOTAL	14

Total Briar Cliff Credit Hours 58

Required Minimum Total Credit Hours (between SETC and BCU) 120

Business Administration Advising:
Mark Rossi – mark.rossi@briarcliff.edu

For BCU transfer information, contact BLANK,
Coordinator of Admissions Services
Sioux City --

Apply online at BLANK

