

ARTICULATION AGREEMENT

between

Faculty of Forestry and Environmental Management, University of New Brunswick

and

Fleming College

This Memorandum of Understanding (MOU) constitutes an agreement between the Faculty of Forestry and Environmental Management (ForEM) at the University of New Brunswick (UNB), and Fleming College regarding the offering of a joint degree/diploma in Forestry with a Major in Urban Forestry

1.0 Purpose

The purpose of this Memorandum of Understanding (MOU) is to set out the general terms and conditions for the development, implementation and delivery of a four year joint degree/diploma specializing in Urban Forestry.

1.1 Overview of the Program

The full description of the proposed Urban Forestry major is included in the MPHEC documentation (available from the Dean of ForEM).

The first two years of the program will be delivered at the School of Environmental and Natural Resource Sciences, Fleming College in Lindsay, Ontario. The final two years of the program will be delivered at the Faculty of Forestry and Environmental Management, UNB in Fredericton, New Brunswick.

Two credentials will be conferred to the graduate. Upon successful completion of the first two years of the program—an Ontario College Diploma in Urban Forestry will be awarded by Fleming College, and upon the successful completion of the second two years, a Bachelor's of Science in Forestry with a major in Urban Forestry will be awarded by UNB.

The first intake of students into the UNB portion of the program will be September 2014.

2.0 Terms and Termination

2.1 The terms of this MOU govern the program from its inception in 2014.

2.2 Process for Review and Amendment

The MOU will be reviewed annually by the Joint Steering Committee and may be amended at any time by consent of both parties by written addendum.

2.3 Termination

This agreement may be terminated by either party. In case of termination, notice of two years is required. In the event of termination of the agreement, every effort will be made to ensure that students currently enrolled in the program will not be affected.

3.0 Steering and Curriculum Coordinating Committee

A Steering and Curriculum Coordinating Committee is established to oversee the curriculum and administration of the program. Steering committee members from each institution are:

- Academic Vice Presidents (or designated representatives) from each institution.
- Deans (or designated representatives) from each program
- Assistant Dean, Faculty of Forestry and Environmental Management
- Student Services/Outreach Coordinator, Faculty of Forestry and Environmental Management
- Urban Forestry Program Coordinator, Fleming College
- Registrars (or designated representatives) from each program.

The Steering Committee shall meet at least once each year. Sub-groups may meet more frequently as required. Responsibilities include:

- Review and approval of curriculum.
- Planning of shared resources
- Enrolment management, student recruitment and retention.
- Joint marketing initiatives

4.0 Student Enrolment Planning

Fall enrolment targets have been mutually agreed upon as follows and will be reviewed annually

2014/2015 cohort: 5

2015/2016 cohort: 8

UNB's Faculty of Forestry and Environmental Management has the capacity to accept up to 15 students each year into the joint program.

5.0 Admissions and Registration

Students will apply and register at Fleming College in the joint degree/diploma program through the Ontario College Application Service.

Minimum admission requirement for the program at Fleming College are:

- OSSD with the majority of credits at the College (C) and Open (O) level including two English credits in the College stream; two math credits in the College or University/College stream and a science at the senior level in the College or University stream.

After successful completion of the two years at Fleming College and upon meeting the progression requirements detailed below, students will automatically continue in the program at UNB in Year 3.

6.0 Academic Regulations and Academic Progression

6.1 Students will adhere to the Academic Regulations and Policies of each institution while enrolled at each institution.

6.2 In order to progress to Year 3 in the program, students must pass all required courses at Fleming and achieve a 70% combined overall program average for Years 1 and 2.

6.3 In February/March each year, Semester 4 students at Fleming College will be required to complete a Declaration of Intent to Continue and Authorization for Release of Information to be collected by Fleming College and provided to UNB as the basis on which to create the student record at UNB. Fleming College will provide copies of all secondary and post-secondary transcripts that supported the student's application to Semester 1 of the joint degree/diploma program; an original transcript documenting the student's academic record in Year 1 and 2 of the program; and copies of all documentation related to the student's academic record in the program. This includes, but is not limited to: records of transfer credit or course exemption assessments, academic appeals or academic dishonesty

6.4 Fleming College will provide the UNB Registrar with final transcripts for all students who have declared their intent to continue within two weeks of release of final grades. Upon receipt of the final transcript following Semester 4 and confirmation that the student meets the requirements for progression to Semester 5, UNB will send a confirmation of eligibility to continue letter to eligible students outlining the process for accessing UNB student services and registration. Transfer credits will be recorded on the student's UNB record before the beginning of Semester 5.

6.5 Course Exemptions: It is the responsibility of each partner to review transcripts and course outlines as required to make assessments for course exemptions in the curriculum components under their responsibility. Appropriate course substitutions from accredited post-secondary institutions may be allowed, but must be carefully justified and documented in the student's official record. Requests for substitutions will be evaluated on the basis of ensuring that students are appropriately prepared for subsequent courses and maintaining program outcomes.

7.0 Tracking of Students

UNB and Fleming agree to design and implement a process that allows for cross-institutional tracking of student performance, retention, graduation and periodic follow-up. The parties agree to share student performance data with each other and propose to make the following language part of the Declaration of Intent to Continue and Authorization for Release of Information described in 6.3 above: "By accepting this offer of admission, I understand and agree that details of my academic record will be shared with UNB while I am enrolled at Fleming and with Fleming College while enrolled at UNB."

8.0 Program Staffing and Credentials

Fleming College and UNB agree to staff courses with appropriately credentialed instructors. Faculty exchanges are encouraged through the regular sabbatical process. In addition, faculty from both programs are encouraged to collaborate in developing and delivering course content.

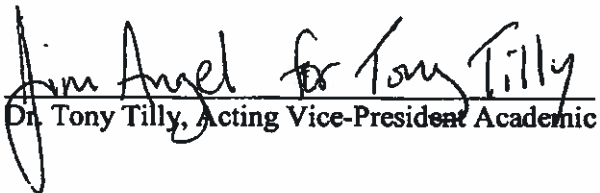
9.0 Program Funding and Reporting

The program is funded through the appropriate funding mechanisms for each Province. Students registered in the first two years will be counted as Fleming College students. Students registered in the final two years will be counted as UNB students. Normal student tuition and fees will apply.

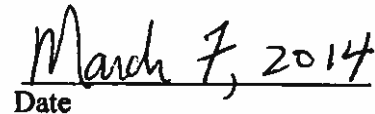
10.0 Student Support Services

Students will have regular access to student support services at each institution while enrolled at that location. Urban forestry students will have access to bursaries and scholarships as per standard eligibility policies at each institution where they are enrolled.

On Behalf of Fleming College:



Dr. Tony Tilly, Acting Vice-President Academic



Date

On Behalf of UNB ForEM:



Dr. Van Lantz, Acting Dean

March 7, 2014

Date