

MEMORANDUM OF UNDERSTANDING

Whereas, the Odessa Junior College District (“College”) is a local public two-year associate degree granting institution capable of providing instruction to high school students for immediate award of both high school credit and college certificate and associate degree credit; and

Whereas, the Ector County Independent School District (“District”) is a school district in need of such service for its students; and

Whereas, the parties desire to provide courses which may be found on the approved OC/ECISD course matrix; and

Whereas, the parties desire to enter into this agreement to govern the providing of Concurrent/Dual and Partnership Classes for the 2006-2007 academic school year through the College to students at the District;

Now, therefore, in the mutual consideration of the mutual benefits to be received by each party, the College and the District agree as follows:

Student Eligibility

1. To be eligible for enrollment in a dual credit course included in a program for which college readiness is required, the high school student must present a passing score on a Board-approved college readiness assessment instrument in at least one area (mathematics, reading, writing) as deemed relevant by the College for the intended dual credit course in which the student shall enroll. Eligibility for students in the high school graduating class of 2007 to take dual credit courses during the 2005-2006 and 2006-2007 academic years may also be established by achieving at least the passing standard on the English/Language Arts and/or Mathematics sections (as applicable) of the tenth grade Texas Assessment of Knowledge and Skills (TAKS) test established by the State Board of Education.
2. To be eligible for enrollment in a dual course included in a college certificate program of one year or less, the high school student must have passed all sections of the exit-level TAKS test. Eligibility for students in the high school graduating class of 2007 to take dual credit courses included in a certificate program of one year or less during the 2005-2006 and 2006-2007 academic years may be established by achieving at least the passing standard on the English/Language Arts and/or Mathematics sections (as applicable) of the tenth grade Texas Assessment for Knowledge and Skills (TAKS) test established by the State Board of Education. A student who has received an exemption from taking the TAKS test may qualify to enroll in a dual credit course by presenting a passing score on the Board-approved college-readiness assessment instrument in at least one area (mathematics, reading, and writing) as deemed relevant by the College for the intended dual credit course in which the student shall enroll.

3. To be eligible for enrollment in a dual credit course offered by a public college, students must meet all the college's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in specified previous course, etc.)
4. To be eligible for enrollment in a dual credit course, students must have at least junior year high school standing.
5. The class load of a high school student shall not exceed two college courses per semester. However, under special circumstances that indicate a student with exceptional academic abilities is capable of college-level work, based on such factors as grade-point average, ACT or SAT scores, and other assessment indicators, the high school principal and the chief academic officer of a public two-year associate degree-granting institution may grant exceptions to this requirement. The student must also meet the daily 240 instructional minute minimum which may include dual credit courses taught at the high school campus(es).

Student Responsibility

All students must purchase the required textbook and any other materials required by the instructor. All students are required to pay the approved tuition and fees as set forth by the Odessa College Board of Trustees. As well as abiding by the ECISD Code of Conduct, students must also abide by the Odessa College Code of Conduct. The student Code of Conduct is available on-line at the Odessa College website, www.odessa.edu.

Location of Class

For the purpose of this inter-local agreement, dual credit courses may be taught on the college campus (OC) or on the high school campus(es) in ECISD including all types of mode and delivery of classes by Odessa College. Scheduling of classes will be aligned with the master schedule at the high school campus(es).

Composition of Class

For the purpose of this inter-local agreement, dual credit courses may be composed of dual credit students only, of Advanced Placement and dual credit students, or of dual credit and college credit students. This agreement will include all Odessa College's semesters. Dual credit classes will have a minimum of 10 students.

Approved Courses

The course matrix is subject to yearly review of Odessa College and school district personnel.

Faculty Selection, Supervision, and Evaluation

1. All instructors must meet the minimum requirements as specified by the Commission on Colleges of the Southern Association of Colleges and Schools.

2. Official transcripts of instructors must be kept on file at Odessa College in accordance with Odessa College's personnel policy.
3. Odessa College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus.

Course Curriculum, Textbooks, Instruction, and Grading

1. The College will ensure that a dual credit course and the corresponding course offered at the main campus of the college are equivalent with respect to the curriculum, materials, instruction, and method/rigor of student evaluation. All instructors of dual credit classes will follow departmental guidelines set forth by the department chair or respective Dean of Odessa College. Dual credit instructors will be required to use Odessa College approved textbooks and any other materials as set by departmental policies. These standards must be upheld regardless of the student composition of the class. Odessa College instructors will provide ECISD a numerical grade equivalent to a corresponding letter grade awarded to the student. NOTE: Each student will be informed at the beginning of the course that his/her final grade for OC will reflect only major assignments; therefore, the OC grade may be lower because practice assignments will not be included in the average. The assignment of weighted grade points to dual credit classes will be in accordance with ECISD Board Policy.
2. The College recognizes that certain of the District's students participating in these classes are also participating in UIL-sanctioned activities. Accordingly, the College and all instructors will work with the District to ensure that numerical grades are provided to the District in a timely manner for reporting to the UIL in connection with UIL academic requirements. The parties acknowledge that certain reports may be due at a time when no college work has been performed by the student. Since the UIL holds ineligible any student who receives a grade below 70 at the end of any grading period, the College and its instructors agree that under those limited circumstances the numerical grade shall be reported as a 70 or above for UIL purposes, but at all other times after work is actually performed, the student shall receive his or her actual numerical grade.

Academic Policies and Student Support Services

1. Regular academic policies applicable to courses taught at the College's main campus must also apply to dual credit courses. Students may purchase an Odessa College catalog from the campus bookstore that includes all policies.
2. Students in dual credit courses will be eligible to utilize the same or comparable support services that are afforded college students on the main campus.

Transcription of Credit

For dual credit courses, high school as well as college credit shall be transcribed immediately upon a student's completion of the performance required in the course. It is the responsibility of the student upon completion of the course to provide an official transcript to ECISD.

Funding

- A. The state funding for dual credit courses will be available to both public school districts and colleges based on the current agreement between the Commissioner of Education and the Commissioner of High Education.
- B. The College may claim funding for all students getting college credit in dual credit courses.
- C. All Odessa College required fees and tuition will be paid by the student to Odessa College. No payment or reimbursement of tuition or fees will be made to ECISD from Odessa College.
- D. Compensation of the dual credit instructors will be the responsibility of Odessa College.

Executed by each party on the date set forth beside the respective party's signature.

ODESSA JUNIOR COLLEGE DISTRICT

DATE: _____ By: _____
Printed Name: _____
Title: _____

ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT

DATE: _____ By: _____
Printed Name: _____
Title: _____