PROGRAM ARTICULATION AGREEMENT

BETWEEN

KASKASKIA COLLEGE
CENTRALIA, IL

AND

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
CARBONDALE, IL

In an effort to provide a continued, articulated higher education baccalaureate degree program that will build on community college and university learning experiences, and also eliminate duplication of instruction, this agreement is entered into this 8th day of *October*, 20 20 (Effective Date) by and between Kaskaskia College and the Board of Trustees of Southern Illinois University on behalf of Southern Illinois University Carbondale.

I. TERM AND TERMINATION

A. Term. This Agreement shall commence as of the Effective Date (or if no Effective Date is indicated upon the date the Agreement is fully executed by the Parties) and shall remain in effect for a period of five (5) years thereafter. The Parties may renew or extend this Agreement only by written instrument signed by the authorized representatives of each Party.

B. Termination. This Agreement may be terminated by either Party, with or without cause, upon 60 days advance written notice. The Parties agree that no additional students shall be accepted into the program after a Party's receipt of any written notice of termination. No qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

II. TRANSFER REQUIREMENTS

A. All graduates of Kaskaskia College with an Associate in Arts (A.A.S.) degree in Medical Office Assistant and meeting SIU Carbondale admission requirements will be considered for admission into SIU Carbondale's Bachelor of Science (B.S.) degree in Health Care Management (HCM) in the College of Applied Sciences & Arts based upon the Department's enrollment criteria and space availability.

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B. A Kaskaskia College graduate receiving an A.A.S. degree in Medical Office Assistant will be considered for admission to SIU Carbondale's Health Care Management (HCM) program if the following are met:

1. The student has earned a minimum of 63 semester hours transferable to SIU Carbondale
2. The student has earned an overall grade point average (GPA) of 2.0 or above (4.0 scale) for his or her collegiate work as calculated by SIU Carbondale's grading regulations.
3. Confirmation by the SIU Carbondale College of Applied Sciences & Arts that the student has satisfactorily completed the following courses as part of the A.A.S degree in Medical Office Assistant at Kaskaskia College:

   - ACCT 100-3, *Accounting Principles*
   - BUSN 103-3, *Introduction to Business*
   - BUSN 149-3, *Business Mathematics*
   - BUSN 201-3, *Business Communications*
   - CITA 151-4, *Introduction to Computer Applications*
   - CITA 225-4, *Advanced Computer Applications*
   - OFTC 110-3, *Document Processing I*
   - OFTC 111-3, *Document Processing I*
   - OFTC 150-3, *Medical Terminology/Anatomy*
   - OFTC 151-3, *Introduction to Medical Records*
   - OFTC 152-3, *Advanced Medical Terminology/Anatomy*
   - OFTC 212-3, *Office Technology Tools*
   - OFTC 252-3, *Medical Terminology & Transcription*
   - OFTC 253-3, *Medical Records Technology I: Insurance Proc*
   - OFTC 280-3, *Records Management*
   - OFTC 281-3, *Office Management*
   - OFTC 286-2, *Office Technologies Internship I*
   - OFTC 288-2, *Office Technologies Internship II*
   - ENGL 101-3, *English Composition I*
   - PSYH 101-3, *Psychology*
   - SPCH 103-3, *Fundamentals of Speech*

C. Acceptance into the Capstone Option reduces the University Core Curriculum for the A.A.S. degree recipient in Medical Office Assistant pursuing the B.S. in Health Care Management (HCM) at SIU Carbondale to 30 semester hours. This, along with taking the courses listed above as part of the A.A.S. degree makes it

possible for the student to complete the B.S. in Health Care Management (HCM) at SIU Carbondale in approximately 72 additional semester hours beyond the A.A.S. degree.

D. Kaskaskia College students transferring to the Health Care Management (HCM) baccalaureate degree program at SIU Carbondale who have not completed all of his or her Associate in Applied Science degree requirements at Kaskaskia College will have their related coursework evaluated on a course-by-course basis by the appropriate SIU Carbondale department. These students will also not be eligible to receive the Capstone Option benefits and will be considered based upon the Department's enrollment criteria and space availability.

E. Students will be required to complete a minimum of 42 senior institution hours at the 300-400 course level, with the last 30 such senior institution hours being at SIU Carbondale for residency purposes. Those students enrolled in an approved program delivered by SIU Carbondale Extended Campus will have completed the residency requirement for the University upon completion of all courses required by the program. All students will be required to complete at least 120 hours with an overall GPA of 2.0 on a 4.0 scale to receive a Bachelor of Science degree in Health Care Management (HCM). Coursework may include University Core Curriculum courses and Health Care Management (HCM) major courses.

III. COURSE DELIVERY

A. Delivery of courses and programs will be based on mutual agreement between the parties (as specified in the SIU Carbondale program) provided there is a minimum class enrollment in each course adequate to meet expenses. Courses with inadequate enrollment may be subject to cancellation. SIU Carbondale shall notify Kaskaskia College of any cancellation due to inadequate enrollment.

B. SIU Carbondale will perform registration and advisement counseling as needed to support the courses offered. SIU Carbondale will designate an individual(s) as a concurrent enrollment liaison to work in conjunction with Kaskaskia College and students as needed. Advisement about program requirements will be provided by the academic college offering the courses/programs.

C. SIU Carbondale will obtain all permission and approvals necessary to teach these courses in the State of Illinois.

D. SIU Carbondale reserves the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.

E. This agreement permits students to enroll concurrently at SIU Carbondale and Kaskaskia College to complete the degree.

IV. KASKASKIA COLLEGE DUTIES: KASKASKIA COLLEGE SHALL BE RESPONSIBLE FOR THE FOLLOWING OBLIGATIONS AND CONDITIONS:

A. Subject to federal and state guidelines, Kaskaskia College will be considered the home institution for the purpose of processing Financial Aid until such time that the student either graduates or severs ties with Kaskaskia College.

B. Designate in writing a person or persons as point of contact between Kaskaskia College and SIU Carbondale on all matters relating to the courses delivered.

C. Reserve the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.

D. Permit students to enroll concurrently at SIU Carbondale and Kaskaskia College to complete a degree.

V. PROGRAM ARTICULATION COMMUNICATION

A. An SIU Carbondale College of Applied Sciences & Arts, Health Care Management representative will communicate periodically with Kaskaskia College personnel in Medical Office Assistant for general advisement and degree planning purposes.

B. Upon successful completion of all degree requirements, and following all policies and regulations stated in the program and SIU Carbondale guidelines, Kaskaskia College students will be eligible to receive the Bachelor of Science degree in Health Care Management, College of Applied Sciences & Arts, Southern Illinois University Carbondale.

C. Should changes occur in course or program content, the institution making the change agrees to notify the other institution in writing so that this agreement can

be re-evaluated. Notice of changes shall be given at least 45 days prior to the beginning of the semester when the change is implemented.

D. The Parties acknowledge and agree that the terms of this Agreement may result in the disclosure of personally identifiable information from education records protected from disclosure and re-disclosure by the Family Educational Rights and Privacy Act of 1974 ("FERPA"). Accordingly, the Parties agree that all disclosures or redisclosures of such personally identifiable information shall be in accordance with FERPA. As used in this section, the terms "personally identifiable information" and "education records" shall have the meanings ascribed to them in 34 C.F.R. § 99.3.

E. Indemnification:
   1. To the extent permitted by law and not inconsistent with the doctrine of sovereign immunity, SIU Carbondale shall indemnify and hold harmless Kaskaskia College, its agents and employees, from any claims, demands, or causes of action arising out of the negligent acts or omissions of SIU Carbondale, its agents or employees, in the performance of SIU Carbondale's obligations under this Agreement.
   2. To the extent permitted by law, Kaskaskia College shall indemnify and hold harmless SIU Carbondale, its agents and employees, from any claims, demands, or causes of action arising out of negligent acts or omissions of the College, its agents or employees, in the performance of the College's obligations under this Agreement.

F. Reasonable efforts will be made to resolve problems with student(s) through discussions with the student's program instructor, supervisor, and SIU Carbondale's faculty members; however SIU Carbondale reserves the right to remove any student from enrollment at SIU Carbondale upon the determination that the student is unable or unwilling to fulfill the requirements of SIU Carbondale's educational program and mission, including but not limited to the rules and regulations of Southern Illinois University Carbondale, the policies of the Board of Trustees of SIU Carbondale, and the SIU Carbondale Student Conduct Code. SIU Carbondale shall also have the right to withdraw any student from its education degree program in accordance with its academic requirements, including but not limited to unsatisfactory academic performance and/or social misconduct.

G. Neither party will discriminate against any applicant or student in the nomination, selection, or training because of religion, race, sex, sexual orientation, creed, handicap, national origin, or age.

H. Notices should be mailed to the following addresses by first class mail in order to fulfill any notice or revision of requirements under this Agreement:

For SIU Carbondale: Dr. Kevin Scott Collins, Director School of Allied Health
Southern Illinois University Carbondale
Applied Sciences & Arts
Mailcode 6615
Carbondale, IL 62901-6615
Phone: 618-453-8860
Email: kscollin@siu.edu

For Kaskaskia College: Dr. Ashley Becker, VP of Instructional Services
Kaskaskia College
27210 College Rd
Centralia, IL 62801
Phone: 618-545-3015
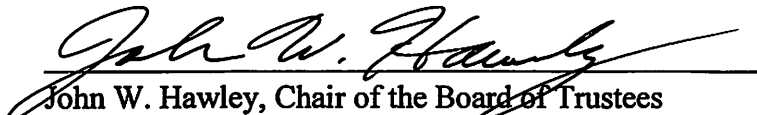Email: abecker@kaskaskia.edu

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the Agreement is enforceable on behalf of and against each party as of the date written herein.

KASKASKIA COLLEGE

_____   10/6/2020

George M. Evans, President and CEO   Date
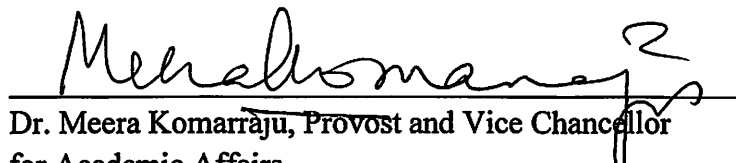
Kaskaskia College

_____   10/22/20

John W. Hawley, Chair of the Board of Trustees   Date

Kaskaskia College

BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY

_____   September 21, 2020

Dr. Meera Komarraju, Provost and Vice Chancellor   Date

for Academic Affairs

for Austin A. Lane, Chancellor

Southern Illinois University Carbondale

SIU Approved as to Legal Form

Douglas J Mc Carty   Digitally signed by Douglas J McCarty
Date: 2020.07.22 16:35:17 -05'00'

PROGRAM ARTICULATION DEGREE PLAN						
Kaskaskia College		2019-2020	**Southern Illinois University Carbondale**			
AAS Medical Office Assistant- 63 Hours			BS Health Care Management (HCM) - 120 Hours			
			(UCC) CAPSTONE OPTION - 30 hrs			
		Hrs			Hrs	
			UNIV 101	Saluki Success	NA	
ENGL 101	English Composition I	3	ENGL 101	English Composition I	T	
			ENGL 102	English Composition II	NA	
SPCH 103	Fund of Speech	3	CMST 101	Intro to Oral Communication	T	
			MATHEMATICS		3	
			ECON 240	Intro to Microeconomics	3	
PSYH 101	Psychology	3	PSYC 102	Intro to Psychology	T	
			HUMANITIES		3	
			HUMANITIES		NA	
			PHYSICAL SCIENCE		3	
			LIFE SCIENCE		3	
			FINE ARTS		3	
			HUMAN HEALTH		NA	
			MULTICULTURAL		3	
		9			21	
Program Requirements			**Program Requirements**			
BUSN 149	Business Mathematics	3				
CITA 225	Advanced Computer Applications	4				
OFTC 110	Document Processing I	3				
OFTC 111	Document Processing II	3				
OFTC 151	Intro to Medical Records	3	An AAS in Medical Office Assistant will be considered as satisfying AH 415, HCM 368, 460, 461, 468, 471, and 3 hours of HCM electives.			
OFTC 152	Adv Medical Terminology/Anatomy	3				
OFTC 212	Office Technology Tools	3				
OFTC 252	Medical Terminology & Transcription	3				
OFTC 253	Medical Records Tech I: Insurance Proc	3				
OFTC 280	Records Management	3				
OFTC 281	Office Management	3				
OFTC 286	Office Technologies Internship I	2				
OFTC 288	Office Technologies Internship II	2				
ACCT 100 (Area A Elective)	Accounting Principles	3	ACCT 210	Accounting Principles & Control	T	
BUSN 103	Intro to Business	3	MGMT 170*	Intro to Business	T	
BUSN 201	Business Communications	3	MGMT 202*	Business Communications	T	
CITA 151	Intro to Computer Applications	4	CS 200B -or- ISAT 229*	Computer Concepts -or- Computing for Business Admin	T	
OFTC 150	Medical Terminology/Anatomy	3	AH 105	Medical Terminology	T	
		54				
			*Not required for BS degree			
			HCM 310	Healthcare Services & the Consumer	3	
			HCM 320	Health Policy and Politics	3	
			HCM 340	Managerial Epidemiology & Population Health	3	
			HCM 360	The U.S. Health Care System	3	
			HCM 364	Organizational Behavior in Healthcare Organizations	3	
			HCM 365	Statistics and Research for Health Care Professions	3	
			HCM 366	Health Information Management	3	
			HCM 375	Healthcare Informatics	3	
			HCM 382	Accreditation and Compliance	3	
			HCM 384	Strategic Planning and Marketing in Health Care	3	
			HCM 385	Finance and Economics Healthcare	3	
			HCM 388	Legal Aspects and Current Issues in Health Care	3	
			HCM 390	Human Resources in the Health Professions	3	
			HCM 410	Operations Management/Quality Improvement in HC	3	
			HCM 413	Long Term Care Administration	3	
			HCM 420	Health Care Ethics	3	
			HCM 421	Professional Practice for Health Care Managers	1	
			HCM 422	Internship	2	
			*Credit from all areas must total 42 hours of 300/400 level courses		51	
Total semester hrs completed with AAS degree:		63	Total semester hrs completed with BS degree:		72	
			Total hrs to BS degree:		135	

SIU
CARBONDALE

Kaskaskia College

TRANSFER GUIDE

AAS Medical Office Assistant transferring into BS Health Care Management

Kaskaskia College Courses			
AAS Medical Office Assistant – 63 hours			
ENGL 101-3	English Composition I	OFTC 150-3	Medical Terminology/Anatomy
SPCH 103-3	Fund of Speech	OFTC 151-3	Intro to Medical Records
PSYH 101-3	Psychology	OFTC 152-3	Adv Medical Terminology/Anatomy
ACCT 100-3	Accounting Prin (Area A Elective)	OFTC 212-3	Office Technology Tools
BUSN 103-3	Intro to Business	OFTC 252-3	Medical Terminology & Transcription
BUSN 149-3	Business Mathematics	OFTC 253-3	Medical Records Tech I: Insurance Proc
BUSN 201-3	Business Communications	OFTC 280-3	Records Management
CITA 151-4	Intro to Computer Applications	OFTC 281-3	Office Management
CITA 225-4	Advanced Computer Applications	OFTC 286-2	Office Technologies Internship I
OFTC 110-3	Document Processing I	OFTC 288-2	Office Technologies Internship II
OFTC 111-3	Document Processing II		
Southern Illinois University Carbondale Courses Capstone Option			
BS Health Care Management (HCM) – 72 hours			
	Mathematics Elective-3	HCM 366-3	Health Information Management
ECON 240-3	Intro to Microeconomics	HCM 375-3	Healthcare Informatics
	Humanities Elective-3	HCM 382-3	Accreditation and Compliance
	Physical Science Elective-3	HCM 384-3	Strategic Plan/Marketing in Health Care
	Life Science Elective-3	HCM 385-3	Finance and Economics in Healthcare
	Fine Arts Elective-3	HCM 388-3	Legal Aspects/Current Issues in HC
	Multicultural Elective-3	HCM 390-3	Human Resources in Health Professions
HCM 310-3	Healthcare Services & Consumer	HCM 410-3	Oper Mgmt/Quality Improve in HC
HCM 320-3	Health Policy & Politics	HCM 413-3	Long Term Care Administration
HCM 340-3	Managrl Epidemiology/Pop Health	HCM 420-3	Health Care Ethics
HCM 360-3	The U.S. Health Care System	HCM 421-1	Professional Practice HC Managers
HCM 364-3	Organizational Behavior HC Orgs	HCM 422-2	Internship
HCM 365-3	Stats/Research HC Professions		
Total Hours to Bachelor Degree: 135 Hours			

Questions? Contact Us!

Salary Range: $32,000-$64,000

Possible Careers:
Health Care Manager
Health Services Manager
Medical Manager
Patient Services Manager

Baccalaureate Degree Requirements Each candidate for a bachelor's degree must complete the requirements listed:

> *Hour Requirements.* Each student must complete at least 120 semester hours of credit. Each student must have at least 42 hours in courses that number 300 or above from a four-year institution.
>
> *Residence Requirements.* Each student must complete the residence requirement by taking the last year, which is defined as 30 uninterrupted semester hours, or a total of 90 semester hours at SIU Carbondale.
>
> *Grade Point Average Requirements.* Each student must have a C average for all work taken at SIU Carbondale. Some academic programs may require a higher graduating major GPA.

Dual Admission Program

The Dual Admission Program (DAP) allows baccalaureate-oriented students at eligible community colleges to benefit from pre-advisement for a chosen major at SIU Carbondale. The DAP addresses specific departmental requirements that a student may not automatically fulfill by completing their associate degree at their community college. Students apply to the DAP by completing the Application for Undergraduate Admission and indicating interest in the DAP. Students must have at least two semesters remaining at their community college to participate, must select a participating SIU major, and must attend an eligible community college. Students who apply for the DAP are provided a transfer plan that will guide them to the most direct route to their bachelor's degree, along with personalized contact with an SIU representative. Dual Admission Program students receive access to enroll in an online Dual Admission Program course, which connects students early to the University, its resources, and other transfer students.

Compact Agreement

SIU has recognized the Illinois regionally accredited community college transferable baccalaureate oriented Associate of Arts or Associate of Science degrees under the Compact Agreement since 1970. SIU will continue to recognize the baccalaureate oriented associate degree (A.A. or A.S. degree) under the Illinois Articulation Initiative as satisfying SIU University Core Curriculum (UCC). The Associate of Applied Science (A.A.S.), Associate in Engineering Science (A.E.S.), the Associate in General Studies (A.G.S.), and the Associate in Fine Arts (A.F.A.) are not covered under the Compact Agreement and do not carry the same benefits as the A.A. and A.S. degrees.

Degree Works

Degree Works is an easy-to-use, comprehensive, online degree audit tool specifically designed for students. The audit reflects program requirements from the Undergraduate Catalog measured against registration and transfer work to guide the degree audit function as it applies to the individual student. Once admitted to SIU Carbondale, you can run a Degree Works degree audit against your academic record by searching "Degree Works" in SalukiNet.