

# ARTICULATION AGREEMENT

Anne Arundel Community College  
**Associate of Applied Science: Medical Assisting**

**and**

University of Baltimore  
**Bachelor of Science in Health Systems Management**

Entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2007.  
(date) (month)

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Robert L. Bogomolny  
President  
University of Baltimore

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Martha A. Smith, Ph.D.  
President  
Anne Arundel Community College

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Dr. Wim Wiewel  
Provost and Senior Vice President  
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Andrew L. Meyer, Ed.D.  
Vice President for Learning  
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Dr. Larry Thomas  
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Dr. John Callahan  
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Tracey Lloyd, RN, BS  
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This agreement is effective with new *UB* admits beginning in Fall 2007.

This agreement will be reviewed *biennially*

## **ARTICULATION AGREEMENT**

Anne Arundel Community College (hereafter referred to as AACC), a community college in Anne Arundel County, Maryland, and the University of Baltimore (hereafter referred to as UB), a public upper-division state university in Baltimore, Maryland and a member of the University System of Maryland, agree to offer an articulated program leading to the award of a Bachelor of Science in Health Systems Management.

### **PURPOSE OF AGREEMENT**

This agreement is entered into in the interests of our students. The general purpose of this agreement is to make clear the terms of this articulation agreement. This agreement will allow for the efficient transfer of students between campuses, including transfer credit, admissions and financial aid/scholarship. It will provide opportunities for students beyond the classroom, serving as a basis for student involvement and faculty interaction. It will set expectations for administrators, faculty and staff at both institutions, and foster a working relationship between the parties. Finally, it will encourage students to continue their education for their own personal and professional development.

### **ADMINISTRATIVE PRINCIPLES**

The following general principles guide the operation of this Agreement:

1. The program is designed for graduates of the associate of applied science (AAS) degree in Medical Assisting at AACC. A maximum of 60 credit hours from AACC will be allowed towards fulfillment of the one hundred twenty (120) credit hours required for baccalaureate completion.
2. In accordance with Code of Maryland Regulation, all courses meeting general education requirements at AACC will transfer to UB as general education. Other general education requirements will be met by using required or elective courses at UB as noted in this agreement.
3. The maximum number of credits that will be accepted by UB toward degree requirements from non-direct classroom instruction (including CLEP, AP, other nationally recognized standardized examination scores and other four-year institutions) is 30 credits. If the course is evaluated by AACC and applied to the Medical Assisting degree, UB will accept the course automatically as a transfer course. If the credit is not on the AACC transcript, the student may submit the score report to be evaluated by UB and credit will be applied as determined by UB's evaluation. Credit awarded for experiential learning ("life experience") if awarded by AACC is recognized by, and is transferable to, UB. It is possible that not all transferable credit accepted by UB will be applicable to the degree.
4. Courses completed at another community college will count towards the total credits transferred into UB. Official transcripts from previously attended institutions will also be required.

5. Once the associate of applied science degree is completed and the student has been admitted to UB, the student will be instructed to contact the appointed academic advisor and register for classes.
6. While AACC and UB do not presently have a dual admissions program, should one be agreed to, this agreement will not preclude students from participation and students may apply for and receive the benefits of dual admission.
7. UB will establish a mechanism to provide information on the academic progress of the AACC student enrolled as a result of this agreement.
8. Students may complete the UB curriculum part-time or full-time, online or face-to-face, or in any combination thereof.
9. This articulation agreement becomes effective on the date set forth on the first page of this document. This agreement will be reviewed biennially, and appropriately marked as such.
10. AACC and UB agree to monitor the performance of this agreement and to revise it as necessary.
11. The agreement may be terminated by either party after adequate notice, defined as one semester or 6 months, to the other, at which time appropriate measures will be put into place regarding the continued transfer of students.
12. The office of record for academic agreements at the University of Baltimore is the Office of Community College Relations. The office of record for agreements at Anne Arundel Community College is the Office of the Vice President for Learning.

For admission to UB, the following apply:

1. Students must maintain a 2.0 cumulative grade point average in order to transfer at the 56 credit level or higher. Should students choose to transfer prior to completion of their associate of applied science degree, they will be responsible for meeting eligibility requirements.
2. In order to be eligible for admission, students must comply with all UB admissions requirements, including posted deadlines and appropriate documentation.
3. Should this articulation agreement concern a program with additional admissions requirements or prerequisite coursework, students must have met all standards prior to enrollment at UB.

4. Students who have satisfied the requirements of the articulation agreement will be given every consideration for financial assistance and will be eligible to compete for academic scholarships at UB.

### **APPENDICES**

As part of this agreement, the following have been included.

1. Course by course articulations, including satisfaction of general education requirements at both AACC and the University of Baltimore.
2. Upper Division requirements, to be completed at the University of Baltimore.

These appendices can be changed on a routine basis, by mutual agreement, without the procedural process review or revision of the entire articulation agreement.

## APPENDIX I - COURSE ARTICULATIONS (Medical Assisting)

The following pages indicate the course-to-course equivalency, as agreed upon within the articulation agreements.

### Course to course articulation, including General Education

AACC Course	Credits	UB Equivalent	Explanation/Notes
ACA100	1	Not Transferable	
BIO230*	4	Lower Level Elective	Satisfies the Science General Education Area
AHT114	3	Lower Level Elective	
MDA113	3	Lower Level Elective	
MDA115	3	Lower Level Elective	
MDA117	3	Lower Level Elective	
MDA142	4	Lower Level Elective	
MDA140	6	Lower Level Elective	
MDA275	3	Lower Level Elective	
EMT104	3	Lower Level Elective	
BPA100 or BPA217 or BPA211	3	Lower Level Elective	BPA211 may be used as a substitute, with departmental permission
BPA142	3	Lower Level Elective	
PSY111	3	Lower Level Elective	Satisfies the Social and Behavioral Science General Education Area
SOC111	3	Lower Level Elective	Satisfies the Social and Behavioral Science General Education Area
CSI112 or (CSI113 and CSI14)	4	Lower Level Elective	Satisfies the UB Computer Literacy requirement
ENG111 or ENG115	3	Lower Level Elective	
ENG112 or ENG116 or ENG121**	3	Lower Level Elective	Satisfies the English Composition General Education Area
Math GER	3	Lower Level Elective	Satisfies the Math General Education Area
COM111 or COM116	3	Lower Level Elective	Satisfies the Arts and Humanities General Education Area
Diversity Elective (Recommend HIS or LIT GER that also meets Diversity at AACC)	3	Lower Level Elective	Satisfies the UB History/Philosophy requirement OR the UB Literature Requirement
<b>TOTAL</b>	<b>64</b>		A maximum of 60 credits will transfer to UB

\* BIO230 may be substituted with (BIO231 and BIO232) or (BIO233 and BIO234) with departmental permission.

\*\* Students who take ENG121 will have satisfied the UB English Composition Requirement

## APPENDIX II : UPPER DIVISION REQUIREMENTS (Health Systems Management)

All AACC transfer students will be required to take a minimum of 60 credits of upper division coursework at UB.

Completion of the Health Systems Management program at UB requires students to successfully complete the following course work:

Course Number	Course Title	Credit Hours	Explanation
<b>Upper Division General Education Core Requirements (9 Credits)</b>			
IDIS300	Ideas in Writing	3	
IDIS302	Ethical Issues in Business and Society	3	
IDIS304 or IDIS301	Arts and Ideas or World Cultures	3	IDIS304 (Arts and Ideas) will meet the lower division fine arts general education requirement, if necessary
<b>Program Requirements (39 Credits)</b>			
HSMG300	Health Indicators	3	
HSMG370	Overview of Health-Care Delivery Systems	3	
HSMG371	Principles of Health Care Management I	3	
HSMG372	Principles of Health Care Management II	3	
HSMG373	Health Policy and Politics	3	
HSMG374	Epidemiology	3	
HSMG475	Managed Care I	3	
HSMG477	Health Care Law and Risk Management	3	
HSMG492	Internship	3	
HSMG498	Strategic Management in Health Care	3	
HSMG 490 OR HSMG491	Survey Research or Health Planning	3	
ACCT201	Introduction to Financial Accounting	3	Waived by completion of BPA100, BPA 217 or BPA211.
ECON300	Principles of Economics	3	Satisfies the Social and Behavioral Science General Education Area
FIN331 OR MKTG301	Financial Management or Marketing Management	3	
<b>Additional Electives (12 credits)</b>			
Literature or History/Phil (Based on the course taken as Diversity at AACC)		3	Satisfies the UB Literature or History/Philosophy Requirement
Science Elective		3	Satisfies the Science General Education Area
General Elective		6	APST308 or INSS300 or HSMG476 recommended
<b>Total to be taken at UB:</b>		<b>60</b>	