

## **Memorandum of Understanding**

### **Texas Tech/Houston Community College System Pathway Partnership**

In order to increase the number of Texas residents completing a bachelor's degree and to help the State of Texas reach the goals set out in the Texas Higher Education Coordinating Board's report *Closing the Gaps*, Texas Tech University (TTU), Texas Tech University Health Sciences Center (TTUHSC) and Houston Community College System have agreed to participate in the Pathway Partnership.

As a component of transfer initiatives at the TTU System, this Pathway Partnership provides a wide range of services and activities for Houston Community College System students designed to increase awareness about the educational opportunities available at TTU or TTUHSC; encourage currently enrolled transfer students at TTU or TTUHSC to complete their associate's degree; introduce students to the TTU and TTUHSC campuses; and ensure a smooth transfer process.

TTU and Houston Community College System agree that the Pathway Initiatives shall include the following:

1. The Division of Enrollment Management at TTU will provide admissions counseling and enrollment information to Houston Community College System students interested in transferring to Texas Tech. Houston Community College System agrees to provide TTU with names, mailing addresses and e-mail addresses (when available) of prospective transfer students enrolled at Houston Community College System.
2. TTU agrees to provide communication regarding TTU admissions policy and procedure updates, campus recruitment events, and scholarship opportunities to the person(s) Houston Community College System designates as the Pathway Initiative representative(s). Additionally, Houston Community College System agrees to provide transfer counselor contact information to TTU and to update this information as changes occur.
3. A representative from the Office of Admissions will have a presence on the Houston Community College System campuses in a manner agreed upon between the Office of Admissions and the person(s) responsible for coordinating campus visits at Houston Community College System. Houston Community College System agrees to assist in the planning, facilitating and advertising of at least one student recruitment event on their campuses each academic year for prospective transfer students (TTU will provide the information and TTU admissions counselors).
4. Each fall and spring semester, the Division of Enrollment Management will sponsor a visitation program for Houston Community College System students interested in transferring to TTU.

TTU and the Pathway Initiatives Coordinator agree to:

1. Contact Houston Community College System with information needed to advertise and inform potential transfer students of each event.

Houston Community College System agrees to:

2. Coordinate visitation trips to TTU and share the cost of transportation to and from these events,
3. Advertise, promote and facilitate such events.
5. To facilitate Houston Community College System's ability to offer "retroactive associate's degrees," the Office of the Registrar at TTU will develop a plan whereby transcript information for students who transferred to TTU prior to earning an associate's degree may be reported back to Houston Community College System. Reporting of students will begin as soon as an addendum to this MOU is agreed upon and signed by the registrars of Houston Community College System and TTU providing the individual student has provided consent at the time of application.
6. The Division of Enrollment Management will promote the seamless transfer of students to TTU by ensuring that information on the transfer equivalency for Houston Community College System course(s) is current and readily available to both students and academic advisors at your college.
7. Houston Community College System will promote communication about Pathway Initiatives with its faculty, staff and students.
8. TTU encourages the development of articulation agreements. All agreements should be on file in the TTU Office of the Provost. Houston Community College System agrees to initiate articulation agreement discussions when deemed necessary.
9. The Office of the Provost at TTU will work with the leadership of Houston Community College System to identify distance education courses that would benefit students in the service area of Houston Community College System.
10. The Division of Information Technology at TTU will develop a plan to extend Web services for Houston Community College System students to facilitate the transfer to TTU.
11. Each fall, the Associate Vice President for Enrollment Management will report the academic performance of Houston Community College System students at TTU to the chancellor of Houston Community College System.
12. This agreement and partnership shall begin upon execution of this agreement and continue indefinitely. As needed, representatives of the institutions will review and, where appropriate, modify this agreement.
13. This agreement and partnership may be terminated by either party by written notice of termination.

TTUHSC and Houston Community College System agree that the Pathway Initiatives shall include the following:

1. TTUHSC will provide admissions counseling and enrollment information to Houston Community College System students interested in transferring to TTUHSC. Houston Community College System agrees to provide TTUHSC with names, mailing addresses and e-mail addresses (when available) of prospective transfer students enrolled at Houston Community College System.
2. TTUHSC agrees to provide communication regarding TTUHSC admissions policy and procedure updates, campus recruitment events, and scholarship opportunities to the person(s) you designate as your Pathway Initiative representative(s). Additionally,

Houston Community College System agrees to provide transfer counselor contact information to TTUHSC and to update this information as changes occur.

3. TTUHSC will promote the seamless transfer of students to TTUHSC by ensuring that information on the transfer equivalency for Houston Community College System course(s) is current and readily available to both students and academic advisors at your college.
4. Houston Community College System will promote communication about Pathway Initiatives with its faculty, staff and students.
5. In conjunction with the Division of Information Technology at TTU, TTUHSC will develop a plan to extend Web services for Houston Community College System students to facilitate the transfer to TTUHSC.
6. This agreement and partnership shall begin upon execution of this agreement and continue indefinitely. As needed, representatives of the two institutions will review and, where appropriate, modify this agreement.
7. This agreement and partnership may be terminated by either party by written notice of termination.

**TEXAS TECH UNIVERSITY**

By: \_\_\_\_\_  
Jon Whitmore, President

Date: \_\_\_\_\_

**TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER**

By: \_\_\_\_\_  
M. Roy Wilson, President

Date: \_\_\_\_\_

**HOUSTON COMMUNITY COLLEGE SYSTEM**

By: \_\_\_\_\_  
Bruce Leslie, Chancellor

Date: \_\_\_\_\_