

Memorandum of Understanding Texas Tech/Palo Alto College 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 Palo Alto College 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 Palo Alto College 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 Palo Alto College 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 Palo Alto College students interested in transferring to Texas Tech. Palo Alto College agrees to provide TTU with names, mailing addresses and e-mail addresses (when available) of prospective transfer students enrolled at Palo Alto College.
2. TTU agrees to provide communication regarding TTU admissions policy and procedure updates, campus recruitment events, and scholarship opportunities to the person(s) Palo Alto College designates as the Pathway Initiative representative(s). Additionally, Palo Alto College 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 Palo Alto College campus in a manner agreed upon between the Office of Admissions and the person(s) responsible for coordinating campus visits at Palo Alto College. Palo Alto College agrees to assist in the planning, facilitating and advertising of at least one student recruitment event on their campus 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 Palo Alto College students interested in transferring to TTU. TTU and the Pathway Initiatives Coordinator agree to:
 1. Contact Palo Alto College with information needed to advertise and inform potential transfer students of each event.Palo Alto College agrees to:
 2. Coordinate visitation trips to TTU and underwrite the cost of transportation to and from these events,
 3. Advertise, promote and facilitate such events.
5. To facilitate Palo Alto College'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 Palo Alto College. Reporting of students will begin as soon as an addendum to this MOU is agreed upon and signed by the registrars of Palo Alto College 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 Palo Alto College course(s) is current and readily available to both students and academic advisors at your college.
 7. Palo Alto College 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. Palo Alto College agrees to initiate articulation agreement discussions when deemed necessary.
 9. The Office of the Provost at TTU will work with the leadership of Palo Alto College to identify distance education courses that would benefit students in the service area of Palo Alto College.
 10. The Division of Information Technology at TTU will develop a plan to extend Web services for Palo Alto College students to facilitate the transfer to TTU.
 11. Each fall, the Associate Vice President for Enrollment Management will report the academic performance of Palo Alto College students at TTU to the president of Palo Alto College.
 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 Palo Alto College agree that the Pathway Initiatives shall include the following:

1. TTUHSC will provide admissions counseling and enrollment information to Palo Alto College students interested in transferring to TTUHSC. Palo Alto College agrees to provide TTUHSC with names, mailing addresses and e-mail addresses (when available) of prospective transfer students enrolled at Palo Alto College.
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, Palo Alto College 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 Palo Alto College course(s) is current and readily available to both students and academic advisors at your college.
4. Palo Alto College 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 Palo Alto College 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
Jon Whitmore, President

Date: 4-22-05

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

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

Date: 5/6/05

PALO ALTO COLLEGE

By: Ana M. Guzmán
Ana M. Guzmán, President

Date: 3/10/05