



**ARTICULATION AGREEMENT BETWEEN
HENRY FORD COLLEGE**

and

SIENA HEIGHTS UNIVERSITY

Effective: September 1, 2022 to August 31, 2027



Siena Heights University, located at 1247 E. Siena Heights Drive, Adrian, MI 49221, with several Michigan degree completion centers and an online center, and **Henry Ford College** located at 5101 Evergreen Road, Dearborn, MI 48128, believe that collaborative programs benefit the community, employers, and students in their regions. It allows smooth transition for students transferring between institutions and maximizes allowable transfer of credits. Therefore, **Siena Heights University** and **Henry Ford College** agree to enter into this Articulation Agreement (“Agreement”) as cooperating educational institutions and will maintain the integrity of their separate programs, while working to ensure a smooth transition for interested students.

PRINCIPLES OF AGREEMENT

Siena Heights University (hereafter known as ‘SHU’) and **Henry Ford College (hereafter known as “HFC”)** confirm the following points of agreement, to assure equal treatment of university/college and transfer students.

1. Credits completed at HFC, will transfer towards a SHU baccalaureate degree according to the parameters below and the published transfer guide for the specific degree major which is attached hereto and incorporate herein by reference.
2. To receive a baccalaureate degree from SHU, HFC students must complete the admissions and program requirements of the SHU program of study, as identified in SHU’s undergraduate catalog. Upon fulfillment of baccalaureate degree requirements, the degree conferred is a SHU degree.
3. Candidates must submit an official HFC transcript to SHU showing completion of HFC coursework (including completion and designation of an associate degree, where applicable). HFC coursework will be posted to the student’s SHU transcript after initial enrollment at SHU. Coursework will be posted in accordance with the SHU baccalaureate degree requirements and requisite transfer policies. HFC students transferring without an associate degree will have credits evaluated on a course-by-course basis. SHU advisors will assist HFC students with the transfer process.
4. No time limit (years) shall be placed on the acceptance of credits transferable from HFC to SHU unless there is a specific policy limitation identified by SHU.
5. HFC students transferring to SHU will be treated the same as native SHU students of equal class standing when applying for financial aid and when pre-registering for classes or accessing other student services.

6. Both parties reserve the right to change their tuition and fees for any component of the program. Students already progressing through the program may experience a change of tuition and fees in line with changes affecting all other students in the same program at their respective institutions.
7. The term of this Agreement shall be for a period of five (5) years, unless terminated as provided herein. SHU and HFC will review this Agreement every three years and make adjustments or amendments as deemed appropriate to maintain the integrity of each institution as well as for the improvement of the transfer process and student articulation. All modifications to this Agreement must be in writing and signed by authorized representatives. This Agreement may be renewed for an additional five-year term if mutually agreed to by HFC and SHU in writing. All students currently enrolled will be allowed to complete their designated program of study at SHU.
8. SHU and HFC will ensure that they maintain accreditation with the appropriate regional accrediting body and ensure that all operations will be in keeping with accreditation requirements of the two institutions.
9. Oversight of this agreement, to represent the respective institutions and to communicate any necessary changes and updates to appropriate parties as needed rests with the Articulation Agreement Manager at HFC and the Director of Strategic Partnerships at SHU.
10. To the extent permitted by applicable law, including the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g, and its implementing regulations, 34 C.F.R. § 99.1 et seq., HFC and SHU will share data on student achievement to assess program effectiveness. SHU and HFC agree to communicate annually any curriculum changes or policies that affect the agreed-upon Agreement. Both parties reserve the right to amend or revise by mutual consent and in writing this Agreement or to change curriculum, whenever feasible.
11. SHU and HFC agree to the development of joint promotional and communications efforts to graduates and current students. Ongoing promotional opportunities will be reviewed and determined periodically as approved in writing between the appropriate representatives at each institution. This may include but is not limited to classroom visits virtually and in person, mailing lists, email blasts, and events.
12. Each party may provide on its website, a link to the partner institution's website.
13. Both institutions will provide counseling and advising to current and prospective students concerning their respective program of study and the transfer process between institutions.

14. Federal regulations generally require that students receive financial aid from only a single institution from which courses are taken during a given quarter or semester. Accordingly, advisors should recommend that financial aid recipients take all their courses in a given quarter or semester at either HFC or SHU. If a student attends both HFC and SHU in a single semester, financial aid may be granted from only one institution unless the parties enter into a separate written consortium agreement to allocate and distribute financial aid for applicable students between HFC and SHU.

15. **Discrimination.** The Parties agree that they will not discriminate against any student or participant because of race, color, age, sex/gender, sexual orientation, gender identity, gender expression, religion, national origin, height, weight, marital status, disability, perceived disability, political affiliation, familial status, veteran status, genetic or other characteristic protected by law in the performance of programs and services under this Agreement, consistent with federal and state laws and with the non-discrimination policies of each Party. Neither party will discriminate against any employee or applicant for employment (with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment) because of race, color, age, sex/gender, sexual orientation, gender identity, gender expression, religion, national origin, height, weight, marital status, disability, perceived disability, political affiliation, familial status, veteran status, genetic or other characteristic protected by law. Each party shall be separately responsible for compliance with all federal and state laws, including nondiscrimination laws. The contract term includes applicable sections of the Michigan Handicappers Civil Rights Act (Act 220 of the Public Acts of 1976, as amended, being MCLA 37.1101 et seq.) and the Elliot-Larson Civil Rights Act (Act 453 of the Public Arts of 1976 as amended, being CMLA 37.2101 et seq.) and, in particular, the provision that illegal discrimination by either party may be considered a material breach of this agreement.

The parties agree that they will provide appropriate accommodations and services for students with disabilities who are protected by the Americans with Disabilities Act and make sure that all of their programs are also accessible and comply with the Americans with Disabilities Act (ADA), Rehabilitation Act of 1973, and in particular, the provision that illegal discrimination by either Party may be considered a material breach of this Agreement.

16. All matters relating to the validity, interpretation, performance or enforcement of this Agreement, and any claims arising from or related to this Agreement, will be governed by and construed in accordance with the laws of the United States of America, State of Michigan, without regard to the principle of conflict of laws.

17. **Disputes.** Disputes that are not resolved at the informal level will be submitted to facilitation. If facilitation is unsuccessful, the Parties shall submit their dispute to binding arbitration in lieu of litigation and waive the right to file suit against the other. The arbitration shall be conducted in Dearborn, Michigan by a mutually acceptable arbitrator who shall determine which Party(ies) shall be responsible for paying the arbitrator's fee. If a mutually acceptable arbitrator is not achieved within 30 days of a party's suggestion

of an arbitrator to the other party, in writing, then the claiming party may initiate an arbitration with the American Arbitration Association pursuant to its commercial arbitration rules and the other party agrees to such arbitration. In any event, the parties agree to the arbitration award being the sole and exclusive remedy to any claim arbitrated and that any such award shall be enforceable and a judgment issued upon it in any proceeding therefor commenced in Michigan as provided above for jurisdiction and venue.

18. Full time and part time employees of HFC are eligible for a discounted tuition rate for undergraduate and graduate degrees completed at the University degree completion centers as well as the University's online program. The student requesting the discount must complete the application, verify full time or part-time employment with HR and complete a FAFSA (Free Application for Federal Student Aid) for each academic year, if they plan to use financial aid. HFC employees utilizing financial aid and the discount tuition rate are subject to federal regulations regarding financial aid. In this situation, the University may be required to reduce the financial aid package.
19. This Agreement may be executed in counterparts which, when combined, shall constitute the entire.
20. Notices required under this Agreement shall be in writing and shall be sent registered mail or certified mail, return receipt requested. Such notices shall be addressed to the parties at the addresses set forth below, or at such other address as may be specified by either party. The parties may otherwise communicate by email.

If to HFC: Academic Services (L314)
Henry Ford College
5101 Evergreen Rd.
Dearborn, MI 48128
Email: academicservices@hfcc.edu

If to SHU: Office of Strategic Partnerships
Siena Heights University
1247 Siena Heights Drive
Adrian MI 49221
Email: csutherl@sienaheights.edu

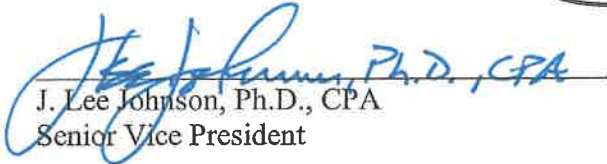
21. **Force Majeure Event.** Neither HFC nor SHU shall be liable for failure to perform its respective obligations under the Agreement when failure is caused by fire, explosion, water, act of God, civil disorder or disturbances, strikes, vandalism, war, riot, sabotage, weather and energy related closings, pandemic or epidemic, or like causes beyond the reasonable control of the Party (“Force Majeure Event”). In the event that either Party ceases to perform its obligations under this Agreement due to the occurrence of a Force Majeure Event, the Party shall: (a) as soon as practicable notify the other Party in writing of the Force Majeure Event and its expected duration; (b) take all reasonable steps to recommence performance of its obligations under this Agreement as soon as possible, including, as applicable, abiding by the disaster plan in place for the institution. In the event that any Force Majeure Event delays a Party’s performance for more than thirty (30) calendar days following notice by the delaying Party pursuant to this Agreement, the other Party may terminate this Agreement immediately upon written notice.
22. **Curriculum Changes.** Both Parties agree to communicate annually any curriculum changes or policies that affect the agreed-upon articulation agreement.
23. **Invalid Parts.** If any provision of this Agreement is declared by any court of competent jurisdiction to be invalid for any reason, such invalidity shall not affect the remaining provisions. On the contrary, such remaining provisions shall be fully severable, and this Agreement shall be construed and enforced as if such invalid provisions never had been inserted in this Agreement.
24. **Indemnification.** Statutory and common law theories and principles of indemnification, contribution, and equitable restitution shall govern and apply to claims, actions, causes of action, costs, expenses and losses (including attorneys’ fees) resulting from or caused by the actions or omissions of the parties or their employees pursuant to this Agreement.
25. **Entire Agreement.** This Agreement embodies the entire agreement of the Parties and supersedes all other verbal and/or written agreements, warranties, representations, or understandings entered into by the Parties and may only be modified by a written amendment executed by authorized signatories of both Parties.


The signatories below warrant they are authorized to enter into this Agreement on behalf of their respective parties.

Siena Heights University and Henry Ford College agree to the terms of this Agreement.


For Siena Heights University

For Henry Ford College


J. Lee Johnson, Ph.D., CPA
Senior Vice President


Michael Nealon, Ph.D.
Vice President of Academic Affairs


Sr. Peg Albert, O.P., Ph.D.
President


Russell Kavalhuna, J.D.
President



ARTICULATION AGREEMENT-2022
Siena Heights University at Henry Ford College
(See degree transfer guides for specific course requirements and equivalencies)

HFC – AAS in Social Work and Counseling Technician

SHU – BA in Community and Human Services

General Education (shaded courses required in Bachelor's degree)			SHU Course	Credits
HFC Course	SHU Equiv	Credits	LAS 301, Adult Learner Religion or Philosophy course	3 3
ENGL 131	ENG 101	3	CSV 320, Community/Human Services Systems	3
ENGL 132	ENG 102	3	PSY 360, Counseling Techniques and Practices	3
(Completed in AAS)			CSV 460, Crisis Intervention	3
MATH 115, 131 or 141		4 or 5	SOC 341, Research in Social Sciences	3
Meets math proficiency requirement.			CSV 49BIO5, Community & Human Practice	3
(Completed in AAS)			300/400 Sociology/Psychology elective	3
BIO 131			300/400 Sociology/Psychology elective	3
Meets liberal arts requirement		4	LAS 401, Senior Seminar	
(Completed in AAS)			<u>Minimum Total at SHU</u>	<u>30</u>
Any Social Science, History, Fine/Performing Arts or Literature course			<u>Total for bachelor's degree</u>	<u>120</u>
(Completed in AAS)		3	Notes	
<u>Associate Degree Major Requirements</u>			• Baccalaureate degree requires at least 120 semester hours.	
Total for Associate Degree		64	• A minimum of thirty -(30) semester hours residency required at SHU at 300/400 level.	
Additional Transfer Credit		26	• Cumulative grade point average must be at least 2.0 to transfer to SHU.	
Suggested Additional HFC courses for transfer:			• Courses with a grade of 2.0 or higher transfer to SHU. Courses with a 1.0 grade will transfer within an associate degree; however, it cannot fulfill SHU major requirements.	
SOC 151, SOC 152, SOC 132, PSY 254				
Transfer credit will be awarded for all HFC courses above a developmental level (limit on physical education courses) that a student has a grade of 2.0 or higher (1.0 accepted within an Associate degree- refer to notes section).				
Transfer credit may be awarded for military, CLEP and professional licensure				
Total transfer credits possible from HFC		90		



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(See degree transfer guides for specific course requirements and equivalencies)

HFC AA or AAS degree (Foreign Language Business, English, or others may transfer) SHU BA in Professional Communication

General Education (shaded courses required in Bachelor's degree)	SHU Course	Credits
HFC Course SHU Equiv		
Credits		
ENGL 131 ENG 101 3	LAS 301, Adult Learner	3
ENGL 132 ENG 102 3	PHI 329, Technology & the Human Condition	3
MATH 115 or 131 4 or 5	PCM 340, Professional Speaking	3
Meets math proficiency requirements	BAM 311, Business Ethics	3
	BAM 441, Managerial Communications	3
MATH 141 or higher OR Science with lab	MGT 452, Leadership	3
Meets liberal arts requirement 3 or 4	PCM elective (*choose from list below)	3
	PCM 340, Professional Speaking	3
Any Social Science, History, Fine/ Performing Arts or Literature course 3	PCM 495, Professional Communication Seminar	3
	LAS 401, Senior Seminar	3
	<u>Minimum Total at SHU</u>	<u>30</u>
Associate Degree Major Requirements		
Total for Associate Degree: 60-65	Total for bachelor's degree	120
Suggested courses for transfer:		
Foreign Language, Business, American Sign Language, Sociology or Psychology	Notes	
Additional Transfer Credit: 25-30	<ul style="list-style-type: none"> • Baccalaureate degree requires at least 120 semester hours. • A minimum of thirty (30) semester hours residency required at SHU at 300/400 level. • Cumulative grade point average must be at least 2.0 to transfer to SHU. • Courses with a grade of 2.0 or higher transfer to SHU. Courses with a 1.0 grade will transfer within an associate degree; however, it cannot fulfill SHU major requirements. 	
Transfer credit will be awarded for all HFC courses above a developmental level (limit on physical education courses) that a student has a grade of 2.0 or higher (1.0 accepted within an Associate degree- refer to notes section).		
Transfer credit may be awarded for military, CLEP and professional licensure		
Total transfer credits possible from HFC: 90		



ARTICULATED PROGRAMS AT SIENA HEIGHTS UNIVERSITY

Candidates, for a SHU academic program of study, are required to complete the specific degree requirements for that program as outlined in SHU's undergraduate academic catalog. Candidates are required to present official transcripts from HFC, and any additional institution(s) attended, where applicable, and fulfill the admissions requirements, as identified, for the respective programs. The completed coursework (including degrees, where applicable) will be accepted by SHU following the admissions and academic policies of Siena Heights University.

SIENA HEIGHTS UNIVERSITY CONTACT INFORMATION

Siena offers a variety of majors and several baccalaureate degrees, both completely online and on-campus. SHU also offers completely online and on-campus graduate programs. SHU does not offer all degrees and/or majors at all site locations. Consultation with an academic advisor will assist students in the development of their degree plan.

Completely Online and other Degree Completion Centers in Michigan

HFC students are welcome to complete their SHU baccalaureate degree at any of our degree completion centers in Michigan, or through our Online Program. Nearby physical campuses, include a stand-alone center in Southfield, MI, or on the campus of Lansing Community College. Please consult the university website for locations: <http://sienaheights.edu/Locations>

Adrian—Main Campus

Those students interested in completing their baccalaureate degree through a residential experience should contact the Adrian Campus Admissions Office at 800-521-0009, ex. 7180 or 517-264-7180 or <http://sienaheights.edu/Locations/Adrian-Main-Campus>

NOTE: Admissions criterion for the College of Arts and Sciences on the Adrian Campus are different from those of SHU's online and off-campus degree completion programs.

Graduate College

Siena Heights University also offers online and on-campus graduate programs upon completion of the baccalaureate degree. Please consult the university website for additional information about graduate programs at <http://sienaheights.edu/Academics/Graduate-College>