

**Articulation Agreement Between
Southwest Minnesota State University's (SMSU)
Bachelor of Science Degree in
Hotel/Restaurant Administration and
Kirkwood Community College's (KCC)
Associate in Applied Science Degree in Restaurant Management**

Sending Institution: Kirkwood Community College

Receiving institution: Southwest Minnesota State University

Statement of Purpose:

This agreement has been entered into by Southwest Minnesota State University (SMSU) and Kirkwood Community College (KCC). The purpose of this agreement is to facilitate credit transfer and provide a smooth transition from one related degree program to another. It is further recognized that the attached appendix or appendices shall describe the required program of study at KCC for admission eligibility to SMSU, in the Hotel/Restaurant Administration degree program. This agreement and appendix identifies all required SMSU courses and equivalent KCC courses.

Terms and Conditions of Credit Transfer:

The evaluation and transfer of earned college credits shall be in full compliance with MnSCU policies and all other state and Federal education policies pertaining to undergraduate credit transfer. Current students and graduates, who have earned degrees from Kirkwood Community College, shall be eligible for credit evaluation under the terms of this agreement. Program specific requirements and/or required courses are listed and defined in Appendix A of this agreement.

Transfer students will be accorded the same standards and criteria for admission to a major degree sequence as SMSU students.

Associate in Applied Science degree transfer students will transfer the first two years of an articulated baccalaureate degree program.

Applicants accepted must fulfill the admission requirements for the program and the degree requirements of the granting institution as identified in appendix A.

Joint Admission Option:

Students may be admitted to both institutions simultaneously. With joint admissions, students receive a place in Southwest Minnesota State University upon transfer from Kirkwood Community College if they meet the requirements listed on Appendix A. Students may also:

- Concurrently enroll in courses at both institutions.
- Have access to advising and other services at both institutions.

Collaboration Practices:

Faculty at both institutions will cooperate in scheduling course offerings in a convenient, flexible manner. The resources of both institutions, including faculty and space, will be used in a manner that enhances the educational opportunities available to students. In addition:

- Each institution will jointly offer sponsored courses when appropriate.
- Upon student request, each institution will forward to the other, copies of transcripts from students in the program.
- Tuition and fees will be paid to the institution from which the student takes a course as specified in appendix A.
- Both institutions will work together to develop counseling, advising, transcription, registration and financial aid procedures to facilitate concurrent enrollment of students.
- Both institutions will inform potential students about this program.

Articulation Implementation and Agreement Review:

The Chief Academic Officer or designee of the collaborating institutions, shall be responsible for implementing this agreement, for identifying and incorporating any changes into subsequent agreements, and for conducting a periodic review of this agreement.

This agreement becomes effective on October 1, 2006 and remains in effect until terminated or amended by either party with prior written notice.

Sending Institution: Kirkwood Community College

Mick Harwood 10.16.06
President Date

Mary Lou Lauer 10-13-06
Chief Academic Officer Date

John Hill 10-12-06
Dean or Designee Date

Mary Ann German 10-17-06
Department Faculty Member Date

Receiving Institution: Southwest Minnesota State University

John Bonbrun 12/11/06
President Date

Bob [Signature] 12/11/06
Chief Academic Officer Date

Donald [Signature] 12/6/06
Dean or Designee Date

Michael 10/24/06
Department Faculty Member Date

Mark Soodnew 11/27/06

Appendix A

Completion of a Bachelor of Science at SMSU requires:

- A minimum of 128 semester credit hours (SCH).
- A minimum of 64 SCH from SMSU or other accredited 4-year institutions.
- A minimum of 32 SCH out of the last 64 SCH from SMSU or another State University under the Common Market Program.
- A minimum of 27 SCH at the 300 or 400 level.
- The requirements for an approved major, 14 SCH of which must be taken at SMSU.
- The SMSU Liberal Arts Core (LAC) Curriculum requirements, or completion of the Minnesota Transfer Curriculum (MTC)
- All coursework with a cumulative grade point average (GPA) of at least 2.00 for courses taken while enrolled at SMSU.
- Successful completion of the SMSU Graduation requirements for the Bachelor of Science degree.
- The following limitations also apply
 - No more than 6 SCH of courses numbered 050-099 (or MSCTC equivalent) and no SCH courses numbered 001-049 (or MSCTC equivalent) shall be counted toward graduation.
 - No more than 10 SCH of credit/no credit (CR/NC) courses outside the major shall be counted toward graduation.

The following table identifies equivalencies between the Kirkwood Community College's Restaurant Management Program and Southwest Minnesota State University's HRA program.

Table of Course Equivalencies
Between
Kirkwood Community College's Restaurant Management Program
and SMSU's Hotel/Restaurant Administration Program

Kirkwood CC			SMSU	
HO118U	Food Production I	4	CULG 200 Culinary Essentials I	4
HO135U	Sanitation/Safety/Equipment	2	HRA 120 Food Sanitation and Safety	2
HO138U	Purchasing and Cost Control	3	HRA 205 HRA Purchasing	3
HO122U	Food Fundamentals	3	HRA 101 Principles of Food Preparation	3
HO142U	Hospitality Personnel Management	3	Technical Elective	3
HO113U	Dining Room Techniques	4	HRA 325 Menu Design and Service Mgmt	3
HO161U	Dining Room Techniques (Lecture)	1		
CN120T	Nutrition	3	HLTH 232 Nutrition	3
HO158U	Intro to Hospitality I	.5		
HO159U	Intro to Hospitality II	.5		
HO160U	Intro to Hospitality III	.5	HRA 100 Introduction to Hospitality Management	2
IN110U	College Orientation	1		
HO144U	Food and Culture	3	Technical Elective	3
HO133U	Introduction to Wines and Spirits	2	HRA 410 Beverage Management	3
HO157U	Hospitality Events and Catering	4	HRA 405 Catering / Banquet Management	3
HO167U	Hospitality Law	3	HRA 320 Hospitality Law	3
HO103T	Hospitality Management	4	HRA 301 Restaurant Food Operations	3
	Total	41.5	Total	38
CC132T	Public Speaking	3	SPCH 110 Fundamentals of Public Speaking	3
MT120T	Finite Mathematics	3	MATH 115 Finite Math	3
PC100T	General Psychology	3	PSYC 101 General Psychology	3
CC113T	Composition I	3	ENG 102 Rhetoric: The Essay	3
DG102T	Intro to Microcomputers and Data Procs	3	BADM 280 Computer Concepts and Applctns	3
AO152T	Financial Accounting	4	ACCT 211 Principles of Accounting I	3
AD144U	Employment Seminar	1	Technical Elective	1
AD101T	Intro to Business	3	BADM 101 Introduction to Business	3
MR101T	Principles of Marketing	3	MKTG 301 Principles of Marketing	3
AD152U	Customer Service Strategies	1	Technical Elective	1
	Total	33	Total	26
		74.5		64

Hotel/Restaurant Administration Major Requirements

Business Core (15 hours)

T (3) ACCT 211	Principles of Accounting I	___ (3) BADM 380	Management Principles
___ (3) ACCT 212	Principles of Accounting II	_T_ (3) MKTG 301	Marketing Principles
T (3) BADM 280	Computer Concepts and Appltns		

Hotel/Restaurant Administration Core (23 hours)

T (2) HRA 100	Intro to Hospitality Management	___ (3) HRA 499	HRA Internship
___ (3) ACCT 300	Hospitality Accounting	___ (3) BADM 425	Human Resource Management
T (3) HRA 320	Hospitality Law	<i>Select ONE Nutrition course:</i>	
___ (3) HRA 340	Hospitality Property Layout & Design	_T_ (3) HLTH 232	Nutrition
___ (3) HRA 460	Hospitality Operations & Policy	___ (3) BIOL 377	Fundamentals of Nutrition

Restaurant Management Concentration (20 Hours)

T (3) HRA 101	Principles of Food Preparation	_T_ (3) HRA 405	Catering Banquet Management
T (2) HRA 120	Food Sanitation and Safety	<i>Select ONE course from below:</i>	
T (3) HRA 205	HRA Purchasing	(3) HRA 360	Ethics in Hospitality
T (3) HRA 301	Restaurant Food Operations	(3) HRA 380	Restaurant Concepts
T (3) HRA 325	Menu Design & Service Mgmt	(3) HRA 401	Advanced Culinary Techniques
T (3) HRA 410	Beverage Management	(3) HRA 405	Catering/Banquet Management
		(3) MKTG 321	Retail Management
		(3) MKTG 331	Professional Selling
		(3) BADM 420	Diversity Management

Hotel Administration Concentration (18 Hours)

___ (3) HRA 200	Hotel/Resort Operations	___ () _____	
___ (3) HRA 230	Rooms Division	<i>Select ONE course from below:</i>	
___ (3) HRA 330	Lodging Service Management	(3) HRA 440	Club Management
___ (3) HRA 400	Sales and Convention Management	(3) HRA 360	Ethics in Hospitality
___ (3) HRA 430	Hotel/Resort Management Seminar	(3) HRA 380	Restaurant Concepts
		(3) HRA 401	Advanced Culinary Techniques
		(3) HRA 410	Beverage Management
		(3) BADM 420	Diversity Management

Unrestricted Electives (23 -25 hours)

T (4) CULG 200 Culinary Essentials I	___ () _____
T (3) BADM 101 Intro to Business	___ () _____
T (8) Technical Electives	___ () _____
___ () _____	___ () _____