



# ARTICULATION AGREEMENT

**Blue Ridge Community and Technical College**  
Associate of Science, Business Administration

**Frostburg State University**  
Bachelor of Science in Business Administration, General Management Concentration

Entered into this 5 day of June, 2017.  
(date) (month)

  
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Ronald Nowaczyk, President  
Frostburg State University

  
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Peter G. Checkovich, President  
Blue Ridge Community and Technical College

  
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Ahmad Tootoonchi, Interim Provost  
Frostburg State University

  
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Sudhir Singh, Interim Dean  
College of Business  
Frostburg State University

  
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Michael Monahan  
Chair, Department of Management  
Frostburg State University

This agreement is effective with new Frostburg State University admits Fall 2017.  
This agreement will be reviewed annually.

## ARTICULATION AGREEMENT

Blue Ridge Community and Technical College, Associate of Science, Business Administration and  
Frostburg State University, Bachelor of Science in Business Administration,  
General Management Concentration.

### RECITALS

Blue Ridge Community and Technical College (hereafter referred to as "BRCTC"), a community college in Martinsburg, West Virginia, and Frostburg State University ("FSU"), a comprehensive regional institution in Western Maryland and a constituent institution of the University System of Maryland, agree to offer an articulated program leading to the award of an Associate of Science (A.S.) in Business Administration Transfer Degree and a Bachelor of Science (B.S.) in Business Administration, General Management Concentration. The parties further agree that students from BRCTC, through this articulation agreement, will be permitted to transfer credits earned for the Associate of Science (A.S.), Business Administration at BRCTC to FSU, leading to the award of the B.S. degree in Business Administration, General Management Concentration at FSU.

#### I. Purpose

- a. It is the intent that this articulation agreement will facilitate a smooth transition from the BRCTC Associate of Science (A.S.) degree program to the Bachelor of Science in Business Administration, General Management Concentration at FSU. As a result of this articulation agreement, BRCTC graduates will understand how FSU transfers the credits earned at BRCTC, as well as the changes in requirements that may permit more flexible scheduling once the student has been admitted to and enrolled at FSU. This agreement provides a systematic plan for students to receive both the Associate of Science (A.S.) degree from BRCTC and the B.S. Business Administration, General Management Concentration at FSU.
- b. This agreement sets forth a clear set of responsibilities and expectations for both institutions. The parties agree to work collaboratively to meet the needs of BRCTC graduates in facilitating transfer to FSU.
- c. BRCTC encourages graduates to continue their educational pathway in business administration for both personal and professional development, as well as career advancement in the profession. This articulation agreement for completion of the Business Administration, General Management Concentration at FSU facilitates students' successful achievement of credentials in the field.

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## II. Requirements of the Program

- a. The program is designed for graduates of the Associate of Science (A.S.) degree in Business Administration at BRCTC. Students must complete the Associate of Science (A.S.) degree at BRCTC in order to participate in the transfer program. A maximum of seventy (70) credit hours from BRCTC will be allowed toward fulfillment of the one hundred and twenty (120) credit hours required for completion of the B.S. degree.
- b. After completion of the Associate of Science (A.S.) degree, and upon admittance by FSU, the student may commence the Business Administration, General Management Concentration at FSU.
- c. Associate of Science (A.S), Business Administration students from BRCTC will have their coursework evaluated by FSU to determine which FSU general education requirements and discipline requirements have been met. BRCTC courses shall be evaluated by FSU for transferability, and FSU shall accept courses for transfer at its sole discretion. By taking full advantage of the BRCTC-FSU course agreements described below, the transfer student will matriculate at FSU with junior standing.
- d. In accordance with Code of Maryland Regulations (COMAR), all courses meeting general education requirements at BRCTC will transfer to FSU as general education courses.
- e. Students must maintain a 2.0 cumulative grade point average at BRCTC in order to transfer to the Business Administration, General Management Concentration at FSU.
- f. BRCTC students who have completed the Associate of Science (A.S.), Business Administration Transfer degree will be given every consideration for financial assistance and will be eligible to compete for academic scholarships at FSU.
- g. This agreement becomes effective on the date set forth on the first page of this document. BRCTC and FSU agree to publicize this program. The parties further agree to monitor the performance of the program and to make revisions as may be mutually agreed upon as necessary. Changes or amendments to this agreement must be made in writing and appended to this agreement.
- h. This agreement may be terminated by either party with one year written notice to the other. The parties agree that termination shall include an agreement that students currently enrolled in the program at the time of termination shall be permitted to complete the program as described herein.

**III. A.S. in Business Administration Transfer-B.S. in Business Administration, General Management Concentration at FSU.**

The following indicates the transfer of course agreement between BRCTC and FSU:

a. General Education Requirements to be completed at BRCTC:

<b>BRCTC GEP Requirements</b>	<b>BRCTC EXAMPLES</b>	<b>Transfers to FSU as:</b>
ENGLISH COMPOSITION (3cr.)	ENGL 101 (3 credits)	ENGL 101
ARTS/HUMANITIES (3cr.)	ART 103 or MUSC 111	Group A (Fine and Performing Arts)
SOCIAL SCIENCES (3cr.)	SOCI 203 – General Sociology <i>or</i> PSYC 203 – Introduction to Psychology	Group D (Social and Behavioral Sciences)
MATHEMATICS (3-cr.)	MATH 114 – Probability and Statistics	GEP Core Skill in math MATH 109
NATURAL SCIENCE (8cr.)	BIOL 101, 102 General Biological Science <i>or</i> PHYS 103, 104 General Physical Science	Group C: BIOL 109 and PHSC 203)
DEMONSTRATION OF TECHNOLOGY FLUENCY (3cr.)	CAS 111 – Information Literacy	COSC 220 – Tech Fluency requirement and GEP Group E
Total General Education Credits Taken at BRCTC = 23 credits		

b. Business Administration, General Management Concentration at FSU:

In addition to the general education requirements indicated in the preceding section of this articulation agreement, the B.S. Business Administration, General Management Concentration at FSU requires students to successfully complete the following course work:

BRCTC	Credit Hours	Frostburg State University	
Program Equivalent			
		Course Number	Course Title
BUSN 205 – Business Ethics	3	MGMT 405	Business Ethics
BUSN 231 – Marketing	3	MKTG 361	Marketing
BUSN 201 – Principles of Management	3	MGMT 251	Management of Organizations
LGST 212 – Business Law	3	BLAW 291	Legal Environment of Business
ACCT 201 – Principles of Accounting I / ACCT 202 Principles of Accounting II	3	ACCT 211	Financial Accounting
ECON 205 – Principles of Macroeconomics	3	ECON 201	Principles of Macroeconomics
ECON 206 – Principles of Microeconomics	3	ECON 202	Principles of Microeconomics
21 credits total			

Blue Ridge Community and Technical College			Transfers to FSU as:
Course Number	Course Title	Credit Hours	
COMM 202	Fundamentals of Speech	3	Credit towards CMST 102
ENGL 102	Writing for the Arts/Humanities	3	Credit towards GEP Group B
PSCI 101	American Federal Government	3	Credit towards 120 GEP Group D
ENGL 204, 208	Survey of American or World Literature	3	General Elective credit toward 120 hrs
HIST 101 <i>or</i> 102	History 101 <i>or</i> 102-World History	3	GEP Group B- HIST-100
15 credits total			

Program Requirements Transferred = 36 credits

Total Transfer Credits Required = 59 credits  
Maximum Transfer Credits Allowed = 70 credits

c. Additional General Education Requirements to be completed primarily at FSU:

Additional FSU GEP Requirements	FSU	BRCTC Equivalent One additional course maximum
Advanced composition (3cr.)	See approved list. ENGL 330 preferred.	None. Must be 300-400-level completed at a four-year college
Group E: The FSU Colloquia (3cr.)	IDIS 150/151 or IDIS/SUST 155	None
Group F: Identity and Difference (3cr.)	See approved list. .	None
4 credits	Any General Electives	Toward 120 hrs

Total Additional FSU General Education Requirements = 13 credits  
 Total General Education Requirements at BRCTC and FSU = 49 credits

d. Business Administration, General Management Concentration at FSU:

Frostburg State University			Notes
Course Number	Course Title	Credit Hours	
MGMT 110	Career and Professional Develop 1	1	
MGMT310	Career and Professional Develop 2	2	
MGMT 355	Operations Management	3	
MGMT 356	Leadership and Human Behavior	3	
FINA 370	Corporate Finance	3	
MGMT 315	New Business Ventures	3	
MGMT 357	Human Resources Management	3	
MGMT 359	Quality Management	3	
MGMT 485	Business Policy and Strategy	3	
MGMT	Electives (6) from list	18	
Acct 212	Managerial Accounting	3	
MATH 118	Applied Math for Business	3	
Total Credits Taken at FSU = 48			
<b>TOTAL CREDITS REQUIRED FOR BACHELOR'S DEGREE = 120</b>			

e. Course Sequencing:

BRCTC Associate of Science (A.S.), Business Administration students transferring to the Business Administration, General Management Concentration at FSU shall be notified by BRCTC and FSU that the Business Administration, General Management Concentration at FSU is built upon a series of established course sequences. For students to progress through the program, they must have the appropriate pre-requisites, co-requisites, and must maintain a minimum 2.0 GPA.

Students wishing to participate in the program should develop an education plan at BRCTC by contacting:

Todd Cimino-Johnson  
Business Program Coordinator  
(304) 260-4380, extension 2327

BRCTC will direct students interested in participating in the Business Administration, General Management Concentration at FSU to apply for admission to FSU. Applications can be submitted online at: <http://gobobcats.frostburg.edu/appentry.htm>.