

Saint Paul College - A Community & Technical College
And Metropolitan State University
First College
Cooperative Agreement Regarding:
Health Unit Coordinator, Diploma Program

Addendum to agreement between Saint Paul College and Metropolitan State University Health Unit Coordinator Diploma Program.

The purpose of this addendum is to correct the course requirements for the Health Unit Coordinator Program as stated in the original cooperative agreement for the Health Unit Coordinator Diploma Program

Program Requirements: HLUC 1410 Diagnostic and Therapeutic Procedures - 4 credits (omitted on original agreement).

HLUC 1420 Health Unit Coordinator Fundamentals - 3 credits
(original agreement stated 4 credits).

Remaining are correct as written on original agreement:

HLUC 1510 Processing Physicians Orders 1- 3 credits

HLUC 1511 Processing Physicians Orders 2 - 3 credits

HLUC 2491 Health Unit Coordinator Internship - 3 credits

HLTH 1420 Anatomy & Physiology - 4 credits

HLTH 1450 Health Care Law & Ethics - 2 credits

Metropolitan State University

_____/S/_____ 1/17/04__
President Date

_____/S/_____ 6 Jan 04__
Vice President Date

_____/S/_____ 1/5/04__
Dean Date

_____/S/_____ 1/5/04__
Department Chair Date

Saint Paul College

_____/S/_____ 12-5-03__
President Date

_____/S/_____ 12/5/03__
Dean Date

**St. Paul College, a Community and Technical College
and Metropolitan State University
First College
Cooperative Agreement Regarding:
Health Unit Coordinator, Diploma Program**

This agreement has been entered into by St. Paul College and Metropolitan State University (First College) for the benefit of students and prospective students at the two institutions. The purpose of the agreement is to insure programs of high academic quality, to encourage student achievement, to facilitate the transfer of course credits and to provide a smooth transition from one related degree program to the other.

Joint Admission

Students may be jointly admitted to both institutions. With joint admission, students:

1. are guaranteed a place in Metropolitan State University's First College, upon transfer from the St. Paul College Health Unit Coordinator Diploma Program;
2. can concurrently enroll in courses at both institutions;
3. can apply appropriate lower division credits, including those awarded through Competence Based Education, with a grade of better than "D" (or the equivalent), toward Metropolitan State University degree requirements;
4. will have access to program advisors at both institutions; and
5. will have any other rights and privileges of students at both institutions and will be sent mailings from both institutions.

Program Articulation

1. For graduation, students will need to complete a total of 124 semester credits including at least 40 upper division credits. A minimum of 30 semester credits must be completed while at Metropolitan State University.
2. The courses required for the Health Unit Coordinator Diploma Program at St. Paul College and their relationship to Metropolitan State requirements are listed in Attachment A.

3. Students with an Associate of Arts degree from a MnSCU institution or students who have completed the Minnesota Transfer Curriculum do not have to complete any additional general education requirements at Metropolitan State University.
4. Technical college courses will be accepted toward meeting Metropolitan State University general education requirements consistent with Attachment A. Attachment A also includes recommendations for general education curriculum at the technical college.
5. All Metropolitan State students must complete eight upper-division credits of liberal studies course work.

Other Cooperative Agreements

1. 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.
2. When appropriate, each institution will offer jointly sponsored courses – courses taught by faculty from one institution but listed in the schedules of both institutions.
3. Unless otherwise arranged, any tuition, fees, and state appropriation will be paid to the institution from which the student takes the course.
4. Both institutions will work together to develop registration and financial aid procedures to facilitate concurrent enrollment of students.
5. At the end of each semester, each institution will forward to the other institution copies of transcripts from students in this program.
6. Both institutions will inform potential students about this program through their catalogs and a program brochure to be jointly developed.

Duration of Agreement

This agreement becomes effective upon the date it is signed and remains in effect until terminated by either party. It may be terminated or amended for succeeding academic years by either institution on or before June 30 of each year.

Persons Responsible/Evaluation

The Dean of First College at Metropolitan State University and the Dean of Health and Service Programs at St. Paul College will be responsible for implementing this articulation agreement. Each institution will conduct an outcomes assessment, and the persons responsible will meet regularly to review the agreements.

Metropolitan State University St. Paul College

_____/S/_____
President Date 10/23/03

_____/S/_____
Vice President Date 25/10/03

_____/S/_____
Dean Date 10/15/03

_____/S/_____
Department Chair Date 10/17/03

_____/S/_____
President Date 10-6-03

_____/S/_____
Dean Date 10/6/03

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The following includes specific requirements for admission into a program and outlines the requirements for Metropolitan State University's First College and indicates the St. Paul College courses that can be used to meet: 1) program prerequisites, 2) general education and liberal studies requirements, and 3) major or program requirements.

St. Paul College Courses**Metropolitan State University
Courses**

Admissions Requirements
Application and Diagnostic
Testing

Application and Reading, Writing and
Math Diagnostic Tests

Prerequisites
None

None

General Education/Liberal Studies
Requirements

Students complete 40 credits for
General Education and 8 Liberal
Studies credits (300-400 level) as
needed in the following 10 goal areas:

Goal I Written & Oral Comm.

Goal I Written & Oral Comm.
2 writing courses – 6 or more credits
1 oral/visual course – 3 or more credits

Goal II Higher Order Thinking

Goal II Higher Order Thinking
Students who complete the
University's
General Education requirements will
have met this goal.

Goal III Natural & Physical Science

Goal III Natural & Physical Science
3 or more credits

Goal IV Mathematics/Symbolic Systems

Goal IV Mathematics/Symbolic Systems
3 or more credits at or above college algebra level

Goal V History, Social & Behavioral

Goal V History, Social & Behavioral
2 disciplines – 6 or more credits

Goal VI Humanities & Fine Arts

Goal VI Humanities & Fine Arts
2 disciplines – 6 or more credits

Goal VII Human Diversity

Goal VII Human Diversity
3 or more credits

Goal VIII Global Awareness

Goal VIII Global Awareness
3 or more credits

Goal IX Ethical & Civic Responsibility

Goal IX Ethical & Civic Responsibility
3 or more credits

Goal X People & the Environment

Goal X People & the Environment
3 or more credits

General Education Electives

General Education Electives
Additional General Education credits as needed to total 40 semester credits. May include Physical Education credits.

Liberal Studies Requirements
8 credits from upper division (300 level or above) courses in any of the categories previously listed under General Education.

No general education credits in this program.

Total: 48 Credits

Program Requirements

St. Paul College Courses

HLUC 1420 Health Unit Coord. Fund. – 4
HLUC 1510 Proc. Physicians Orders I – 3
HLUC 1511 Proc. Physicians Orders II – 3
HLUC 2491 Health Unit Coord. Internship – 3

First College Courses

Prsp 301 Educational Philosophy & Planning – 4 credits
Prsp 499 Capstone – 4 credits
Total of 32-48 semester credits in

HLTH 1420 Anatomy & Physiology – 4
HLTH 1450 Health Care Law & Ethics – 2

focus area or areas, depending on student's educational goals. Additional elective courses based on student's interests and goals needed for graduation. (Includes transfer credits from St. Paul College.)

Total Accepted: 19 Program Credits