

Academic year 2020-2021

**Memorandum of Understanding Agreement Between**  
**Mountwest Community and Technical College**  
**&**  
**Collins Career Technical Center**  
**Radiologic Technology Associate of Applied Science**

This agreement is made between Mountwest Community and Technical College, at One Mountwest Way, Huntington, WV 25701, and Collins Career Technical Center, at 11627 State Route 243 Chesapeake, OH 45619. The purpose of this agreement is to continue a cooperative relationship whereby MCTC will award an Associate of Applied Science degree to all persons who successfully complete the established program of study in Radiologic Technology.

**Provisions:**

**1. Awarding of Equivalent College Credit:**

Mountwest Community and Technical College agrees to award academic credit for technical courses completed during training in the Radiologic Technology program at Collins Career Technical Center. College credit for Radiologic Technology will be awarded and documented on the student's transcript only after the student has completed the required general education and allied health/science program requirements. The total number of credits transferred will be determined by the most current Mountwest Community and Technical College curriculum for Radiologic Technology Associate of Applied Science Program.

**2. General Education and Allied Health Prerequisites:**

Mountwest Community and Technical College will provide the following general education courses that are required for an Associate of Applied Science degree. Students are required to meet the following prerequisite requirements for college-level courses:

<b>AH 151</b>	<b>Medical Terminology</b>	<b>3 credit hours</b>
<b>AH 204</b>	<b>Legal &amp; Ethical Issues in Healthcare</b>	<b>3 credit hours</b>
<b>BIOL 257</b>	<b>Intro to A&amp;P</b>	<b>3 credit hours</b>
<b>BIOL 260</b>	<b>Applied Human Anatomy</b>	<b>4 credit hours</b>
<b>COM 125</b>	<b>Interpersonal Communication</b>	<b>3 credit hours</b>
<b>ENL 111</b>	<b>Written Communication</b>	<b>3 credit hours</b>
<b>MAT 145</b>	<b>Applications in Algebra</b>	<b>3 credit hours</b>
<b>SCI 110</b>	<b>Introductory Physics</b>	<b>4 credit hours</b>

### **3. Residency Requirements:**

While courses may be transferred to Mountwest Community and Technical College from regionally accredited institutions, students wishing to earn Associate of Applied Science degree in Radiologic Technology must satisfy residency requirements of fifteen (15) credit hours earned at Mountwest Community and Technical College.

### **4. Program Accreditation:**

The Radiologic Technology program at Collins Career Technical Center is accredited by the Joint Review Committee on Education in Radiologic Technology. The Collins Career Technical Center will maintain this accreditation as a provision of this agreement. The Collins Career Technical Center agrees to provide Mountwest Community and Technical College with assessment information generated for this program.

### **5. Radiologic Technology Program Director:**

The Collins Career Technical Center Radiologic Technology Program Director must have earned a graduate degree from a regionally accredited institution and possess current accreditation and/or licensure in the field. The duties and responsibilities of the Collins Career Technical Center Radiologic Technology Program Director will be as follows:

- Participate in the development and delivery of education curriculum in the Radiologic Technology program in conjunction with the Mountwest Community and Technical College Vice President of Academic Affairs or designee.
- Coordinate the scheduling of courses in the Associate of Applied Science in Radiologic Technology program in cooperation with the Mountwest Community and Technical College Vice President of Academic Affairs or designee.
- Coordinate the student selection process for the Radiologic Technology program in consultation with the Mountwest Community and Technical College Vice President of Academic Affairs or designee.
- Serve on and participate in appropriate College Committees, when requested.
- Other duties and/or responsibilities customarily assigned to non-paid faculty members at Mountwest Community and Technical College.
- Attend adjunct faculty meetings and training sessions.

#### **6. Admissions:**

Students will submit an application packet and all applicable fees prior to the first day of class. Upon receipt of application material, students will be admitted to Mountwest Community and Technical College. Students must provide official transcripts to Mountwest Community and Technical College in order to be eligible for graduation. Students wishing to apply transfer credit for coursework taken at other regionally accredited postsecondary institutions must provide official transcripts of this coursework prior to posting articulated Radiologic Technology courses onto their official Mountwest Community and Technical College transcript.

#### **7. Facilities:**

Radiologic Technology courses will be taught using Collins Career Technical Center facilities, classrooms, and laboratories. Clinical experience will be provided through area health care facilities and coordinated by the Collins Career Technical Center Radiology Program Director and Clinical Coordinator. The Radiologic Technology Program Director will be responsible for

the adequacy of facilities and clinical arrangements. The Collins Career Technical Center will provide to Mountwest Community and Technical College, access to clinical agreements upon request.

**8. Advisory Committee:**

An Advisory Committee consisting of representatives from Collins Career Technical Center, Mountwest Community and Technical College, and the health care community will monitor the quality of the program. Mountwest Community and Technical College representatives will be the Vice President of Academic Affairs or designee(s). The Advisory Committee will meet a minimum of twice per year to review the students election process, evaluate faculty credentials, monitor adequacy of the facilities, review curriculum, and recommend revisions.

**9. Delivery of General Education College Courses:**

Mountwest Community and Technical College will deliver general education course work described in item paragraph two (2) of this agreement. The courses are to be completed on Mountwest Community and Technical College's campus or online if offered in online format. The costs of these courses will be determined by Mountwest Community and Technical College.

**10. Contractual Arrangements:**

The Collins Career Technical Center Radiology Program Director will provide updated Degree Audit Forms for the students currently enrolled in the Radiologic Technology program in order to maintain a record of student enrollment or dismissal prior to final transcripts submissions before graduation.

**11. Modification or Cancellation of this Agreement**

Modification or cancellation of this agreement may be made at the end of each academic year by either party providing 60 days written notice. This agreement will be reviewed annually by Collins Career Technical Center and Mountwest Community and Technical College or as changes occur in the program of study as recommended by the American Registry of Radiologic

Technologists, The Joint Review Committee on Education in Radiologic Technology, and/or the American Society of Radiologic Technologists.

#### **12. Student Services:**

Radiologic Technology students will be afforded the same opportunity to services as on-campus students to include access to the library, on campus, and online resources/access.

#### **13. Students**

- The Registrar of Mountwest Community and Technical College shall maintain the official records of each student and issue grades for Mountwest Community and Technical College courses and other records according to procedure.
- Upon receipt of admissions documents and fees, students will be admitted to Mountwest Community and Technical College as degree seeking students and registered for their first semester classes.
- Students with military credits must request that copies of their military transcripts be sent to the Registrar of Mountwest Community and Technical College for credit evaluation and these credits shall be posted to the student's official transcript at the end of the first term.
- Students wishing to apply transfer credits from other regionally accredited postsecondary institutions must contact the Mountwest Community and Technical College Registrar for instructions prior to submitting an application to the Collins Career Technical Center Radiologic Technology program. Official transcripts must be provided prior to posting to Mountwest Community and Technical College transcript or requesting an evaluation of transfer course work to assess transfer course(s) suitability towards fulfilling degree requirements.

#### **14. Assessment:**

Collins Career Technical Center faculty agree to assist in the assessment process of students to include, but are not limited to:

- Assessment of student learning in Radiologic Technology courses of the program.
- Sharing employer feedback on satisfaction surveys for graduation students.
- Providing information on student passage rates on national examinations and end of course examinations.
- Collins Career Technical Center faculty will work with students to complete the General Education Portfolio as required for graduation from a Mountwest Community and Technical College Associate of Applied Science degree program.
- At the conclusion of the program, immediately send official transcripts reflecting the completion of their Radiologic Technology coursework, to the Mountwest Community and Technical College Registrar for articulation and posting onto their Mountwest Community and Technical College transcript.

**15. Effective Date:**

This agreement is automatically renewable annually with annual review unless both parties agree to its termination or modification 60 days prior to the end of the effective academic year.

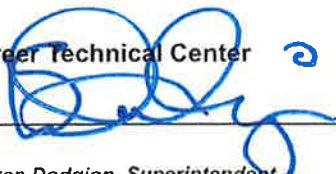
This agreement supersedes all previous agreements when signed by all parties concerned.

The parties to this agreement cause the Agreement to be executed on the dates set forth below:

Executed this 15<sup>th</sup> day of October 2020.

Collins Career Technical Center

Signed: \_\_\_\_\_



*Steven Dodgion, Superintendent*


Signed: \_\_\_\_\_



*Christopher Leese, Post Secondary Administrator*

Mountwest Community and Technical College

Signed: \_\_\_\_\_



*Michael G. Sellards, Interim President*

Signed: \_\_\_\_\_



*Michael McComas, VP of Academic Affairs*