



PROGRAM MEMORANDUM OF AGREEMENT
GREAT PLAINS INTERACTIVE DISTANCE EDUCATION ALLIANCE (GREAT PLAINS IDEA)

Master of Science in Design, Housing and Merchandising – Option in Retail Merchandising Leadership

The Great Plains Interactive Distance Education Alliance (hereinafter called the Great Plains IDEA) is comprised of academic colleges offering inter-institutional baccalaureate and higher degree programs.

This memorandum of agreement is entered into by Oklahoma State University, College of Human Sciences regarding participation as a member of the Great Plains IDEA program Merchandising.

As a member, Oklahoma State University agrees to the following:

- I. **Description and Mission.** The Great Plains IDEA shall serve the faculty and administrators of participating institutions by offering workshops, recommending standards, sharing practices, and disseminating policy issues and recommendations that allow institutions to offer educational programs more efficiently and thereby give students and professionals more access to high quality education.
- II. **Alliance Governance.** The Great Plains IDEA is governed in accordance with the Alliance bylaws of the Great Plains IDEA cabinet and academic boards of directors.
- III. **Funding.** Each program member shall bear its own costs of any activity, project, or program undertaken by the Alliance that is not funded by a contract, grant, or other support.
- IV. **Administration and Management.** Each program member shall provide administrative oversight and program management in accordance with the Great Plains IDEA bylaws.
- V. **Responsibilities.** Responsibilities to the academic program(s) in which the program member participates shall include:
 - A. Provide administrative support for inter-institutional academic program(s).
 - B. Support faculty participation in the planning and implementation of academic program(s).
 - C. Pay any member fees established by the Great Plains IDEA cabinet, and support inter-institutional programs with faculty and technological resources as agreed upon in separate program memoranda.
 - D. Commit to faculty development and course and program assessments that assure that distance programming promotes active learning, provides quality educational experiences, and is methodologically sound.
 - E. Agree to the Common Price as recommended by the finance officers of the Great Plains IDEA institutions and approved by the Great Plains IDEA cabinet for the programs jointly being offered.
- VI. **Intellectual Property.** All discoveries, technology, know-how, trademarks, copyrights, patents, and intellectual property arising out of or in connection with an inter-institutional program shall become the property of the program affiliate/member authoring, creating, or conceiving, and reducing it to practice and shall be subject to such terms and conditions as may be contained in any agreement that the program affiliate may have with the sponsors and shall be subject to the institutional intellectual property policies of the program affiliate/member institution.

VII. Termination. Based on the Great Plains IDEA bylaws, the sponsoring board of directors shall determine involuntary termination of program affiliation, based on nonpayment, nonparticipation, or other just cause. An institution may terminate its program affiliation in the Alliance by providing written notification to the Great Plains IDEA board of directors and the cabinet at the annual meeting at least one year in advance of termination. All terminations will be reviewed and approved by the Cabinet.

The Great Plains IDEA institutions initiating this memorandum and agreeing to these terms and conditions include:

Kansas State University
North Dakota State University
University of Nebraska
Oklahoma State University
South Dakota State University

It is understood that additional parties may be invited to join this cooperative effort as outlined in the Great Plains IDEA Policy and Procedure manual.

Oklahoma State University will participate in this inter-institutional program by offering courses approved as a part of the program curriculum and/or by granting a Master of Science in Design, Housing and Merchandising (option in Retail Merchandising Leadership) degree to students who successfully complete the inter-institutional program.

Oklahoma State University agrees to provide distance education courses for students admitted by other partnering institutions, to incorporate approved courses offered by other Alliance members and affiliates into its degree and certificate as appropriate, to admit fully qualified students and to advise graduate students in the inter-institutional program.

Oklahoma State University agrees to respect the academic standards and quality of the academic departments involved in this joint program. Faculty members of the partnering institutions who provide instruction in this program must meet qualifications for teaching courses and be subject to the faculty credentialing requirements for at their employing institution and at partner institutions participating in the program.

Oklahoma State University retains the right to:

- 1) Uphold its established university admission processes and admission standards for students entering the inter-institutional program as Oklahoma State University students.
- 2) Monitor academic performance, enforce standards, including disciplinary policies and procedures, and adherence to all other graduate school policies for students admitted to study at the institution.
- 3) Conduct graduation audits to assure compliance with university requirements.
- 4) Follow its established university review processes for approval of and modification to the curriculum.
- 5) Implement its university processes for course and program assessment.
- 6) Assign to the student's graduate committee approval oversight for courses applied to the student's program of study.
- 7) Require partner institution faculty who provide instruction to Oklahoma State University students to meet the credentialing and accreditation requirements of Oklahoma State University.

Institutional courses designated as Alliance courses will be:

- 1) Taught by faculty members approved by the partnering institutions that provide the instruction.
- 2) Taught according to the published schedule and at the enrollment capacity agreed upon by the inter-institutional program faculty.
- 3) Priced to all students enrolled in the Alliance section of the course at the current Alliance credit hour price for the program as approved by the Great Plains IDEA board of directors.
- 4) Open to other qualified students on a space-available basis.

Each partnering institution has the following responsibilities related to the inter-institutional program:

- 1) Actively recruit and admit students into the program in which it participates.
- 2) Support the development and delivery of courses taught by its faculty.
- 3) Provide student services and Internet-based program information to support the Alliance program.
- 4) Provide web-based information about the Alliance program and maintain links to the Alliance website for purposes of marketing the program and providing information to students and the public.
- 5) Support faculty participation in inter-institutional program faculty meetings and faculty development workshops.
- 6) Offer the courses it is assigned to teach according to the published schedule and provide the agreed-upon enrollment capacity for each course.
- 7) Comply with the Common Price and revenue distribution agreements negotiated for Great Plains IDEA inter-institutional programs.
- 8) Consider this document a financial aid consortium agreement and that each Great Plains IDEA member will comply as follows:
 - a. The admitting institution will be the home institution. The remaining institutions will be considered the secondary (host) institutions.
 - b. The host institutions will provide information and assistance to the home institution in order to assure compliance with all applicable financial aid regulations.
 - c. The host institution shall assist in the verification of attendance (including the last date of contact for students who have unofficially withdrawn) and shall provide the student's grades, Common Price, and other relevant information to the home institution.
 - d. Assist each other in compliance with existing financial aid regulations or new regulations that emerge subsequent to the signing of this document.
- 9) Notify the appropriate academic board if it wishes to withdraw from the program. Such intent must be announced to the academic board a full twelve months in advance of the date of withdrawal and provisions made to allow admitted students to complete program requirements.

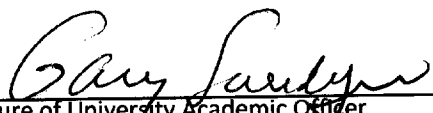
If the decision is made to discontinue the program, every effort will be made, in accordance to the Alliance member's policies, to allow Alliance students who are currently admitted to the program to complete the program within four years and no students will be allowed to take more than five years from the dissolution date to complete their program.

By affixing the appropriate signatures to this document, the College of Human Sciences at Oklahoma State University indicates its desire to be a program affiliate of the Great Plains Interactive Distance Education Alliance and agrees to participate in the Great Plains IDEA according to the terms of the memorandum of agreement.

Signed the 31st day of August, 2015



Signature of College Academic Administrator



Signature of University Academic Officer