

DUAL CREDIT AGREEMENT
between
BRAZOSPORT INDEPENDENT SCHOOL DISTRICT
and
BRAZOSPORT COLLEGE

A. DUAL CREDIT COURSES

The faculties and administration of **Brazosport College** and **Brazosport Independent School District (ISD)** have reviewed the curriculum requirements and standards for each college course in Appendix A and have found that successful completion of the college curriculum identified should provide mastery of the Knowledge and Skills set out by the Texas Education Agency for the related high school course or courses.

The materials reviewed include the *Knowledge and Skills* required by the Texas Education Agency for the high school courses and the *Academic Course Guide Manual* (or *Workforce Education Course Manual* if applicable) descriptions, and the departmental course syllabi for the college courses.

B. DUAL CREDIT PROGRAM GOALS

In accordance with HB 1638, **BISD** and Brazosport College establish the following mutual goals in support of the dual credit program.

- Goal 1: Implement purposeful and collaborative outreach efforts to inform all students and parents of the benefits and costs of dual credit, including enrollment and fee policies.
Key Strategies
 - Parent and student meetings provided by campuses and dual credit counselors.
 - Websites maintained by both organizations.
- Goal 2: Assist high school students in the successful transition to and acceleration through post-secondary education.
Key Strategies
 - Provision of student success course, Learning Frameworks, to provide students with knowledge, skills, and abilities necessary to succeed in the postsecondary environment.
 - Continuation of support from dual credit counselors through the transition into postsecondary education.
- Goal 3: Provide academic and college readiness advising with access to student support services to bridge dual credit students successfully into college course and program completion.
Key Strategies
 - Continuation of advising from dual credit counselors through the transition into postsecondary education.
 - Continuation of the Student Success Center at Brazosport College.
- Goal 4: Ensure that the quality and rigor of dual credit courses is sufficient to ensure student success in subsequent courses.
Key Strategies
 - Collaborate to ensure the content of Texas State standards is met or exceeded by the dual credit course.
 - Maintain adherence to Academic Course Guide and Workforce Education Course Manual.
 - Review and evaluate annual Basic Program data for continuous improvement

C. PROVISIONS

1. This agreement becomes effective for **Fall 2019**. If substantial changes occur in the curriculum of either institution with respect to these courses, the agreement shall be reviewed and revised as needed.
2. Eligible Courses: The college-level academic courses will comply with the rules and regulations of the Texas Higher Education Coordinating Board (THECB) and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). All college-level academic courses will adhere to the description and content of the course as defined in the current edition of either the Academic Course Guide Manual (ACGM) or the Workforce Education Course Manual (WECM). Courses will provide advanced academic instruction and content that provides the student the opportunity to master the Texas Essential Knowledge and Skills (TEKS) for the appropriate high school course. Developmental education courses are not approved for dual credit. Appendix A lists the courses offered by Brazosport College for dual credit.

3. **Student Eligibility:** High school students enrolled in college courses for dual credit will meet the same course enrollment requirements as all other students, including any required qualifying exams as prescribed in the Texas Administrative Code (TAC) 4.85 (b).
4. **Course Curriculum, Instruction, and Grading:** Dual credit courses will mirror the College course offered to College credit students. The College will ensure the curriculum, materials, instruction, grading, and rigor will be equivalent to the course offered to college credit students. Performance will be graded according to the same standard and scale as all other students, except that the College will report grades to the school district on a numeric scale if requested. Each student's college transcript will record the grade on the College's normal grading scale as defined in the Brazosport College catalog. The high school will notify the course instructor 2-days in advance of any planned activity that will interrupt class instruction. Course evaluations will be administered by the College at the end of the course. The high school is responsible for administering state mandated course specific exams.
5. **Transcription of Credit:** The College will transcript college credit hours earned and provide the high school transcripts at the end of each fall and spring semester. The college will also provide an official copy of the dual credit student's numerical grades. The high school transcription of grades for courses may differ from the College's based on Texas Education Association policies, specifically those relating to courses required to have End of Course STAAR exams.

Academic Reporting: Brazosport College will report progress of academic performance as pass/fail for students enrolled in an exclusive dual credit course. These reports will be issued twice a college semester to the registrar of the school district.

6. **Faculty Selection, Supervision, and Evaluation:** Faculty for dual credit courses will meet the same standards as all other Brazosport College faculty. Brazosport College, therefore, agrees to maintain the applicable standard of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) for all courses offered for dual credit. Faculty selection, supervision, and evaluation are the responsibility of Brazosport College. Brazosport College is responsible for maintaining the quality and instructional rigor of the dual credit program.
7. **Academic & Student Conduct Policies:** Course performance will be part of the student's permanent academic record. Students are subject to the rules of conduct and disciplinary standards as published in the Student Guide and Calendar and are subject to the penalties defined. Students have access to the grievance procedures published in the Student Guide and Calendar. The Independent School District policy will be followed for any non-instructional issues. The Independent School District will provide placement for students who are withdrawn from the course for any reason.
8. **Student Services:** The College will provide New Student Orientation sessions to all high school students. These sessions will include information regarding academic policies, support services, cost, and student opportunities and commitments.

First time in college dual credit students will:

- apply to the College using the Brazosport College common application (ApplyTexas)
- turn in a completed Dual Credit Agreement Form with appropriate signatures
- submit a high school transcript
- take any required placement tests
- secure a meningitis vaccine and submit all required documentation
- complete New Student Orientation

Each semester the College will provide a placement testing session for each high school in the District. Students requiring testing services above and beyond these sessions will be required to test at the Brazosport College Testing Center. Students will be registered directly through the College at regularly scheduled registrations, via the Internet or at special registration sessions.

Students needing accommodation in their dual credit courses must self-report their need to Brazosport College's Office of Disabilities.

Any accommodations made shall not fundamentally alter the course content established by the College and are provided in accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. These acts guide Brazosport College in making reasonable accommodations in their policies, practices, services and facilities to ensure equal opportunity for qualified persons with disabilities to participate in all educational programs and activities. Dual credit course instructors are required to implement BC approved accommodations as a part of the student's dual credit instruction with the written accommodation plan provided by Brazosport College's Office of Disabilities.

9. Academic Support Services. All dual credit students will have access to the following academic support services through Brazosport College:
 - Counseling and advising services
 - The BC Writing Center
 - Tutoring services provided by the Student Success Center, including TSI preparation
 - Supplemental Instruction
 - Student Mentors
 - Library Services
 - Proctored Testing Services
10. Honor Recognition. Graduating dual credit high school seniors that have completed 24 or more semester college hours at Brazosport College with a GPA of 3.0 or better will be awarded Honor Cords. Students earning 45 or more semester hours with a 3.0 or better GPA will receive, in addition to their honor cords, a certificate of merit from the President of Brazosport College.
11. Shared Counselor: As outlined in Appendix B, Brazosport College and the Brazosport Independent School District agree to share two full-time counselors to provide services of recruitment and transition of students to the College.
12. Location of Class: Courses will be taught on a college campus/site, at the high school, or online.
 - College campus courses:
 - The College will provide a classroom, technology, and equipment appropriate for the discipline.
 - The College will provide the college instructor with access to the appropriate facilities.
 - High school campus courses:
 - The ISD will provide a classroom, technology, and equipment appropriate for the discipline.
 - The ISD will provide the college instructor with access to the appropriate facilities.
 - Online courses:
 - The College will comply with the THECB's adopted Principles of Good Practice for Courses Offered Electronically.
13. Student Composition of Class: Dual credit courses will consist of dual credit students only or a combination of dual credit and college credit students. The decision to allow non-dual credit high school students into a dual credit course on a high school campus must be communicated to the Vice President of Academic and Student Affairs of the College and noted as an exception as described in the TAC 4.85 (d).
14. Tuition and Funding: Students enrolled for dual credit are responsible for payment of all the usual charges for tuition, fees, books, and supplies. Brazosport College receives formula funding for courses provided to dual credit students through state appropriations. In keeping with state law, the independent school district may also receive state funds for the student as part of its reported average daily attendance. Scholarship programs and other forms of financial aid, including grants and district funding support to offset the cost of enrollment may be provided either by the College or the high school district.
15. This agreement shall be reviewed and revised as necessary by a committee of faculty and administrators of the two schools to assure that each set of courses is still appropriately aligned.

APPENDIX A

BISD Local Course Number	BISD Course Title	BISD Credit	BISD Grade Weight	BC Course Number	BC Course Title	BC Course Hours
English / Language Arts						
4514	Creative Writing §	1	1.10	ENGL 2307 ENGL 2389	Creative Writing I Academic Coop (Creative Writing II)	3 3
AC6124	English IV	1	1.10	ENGL 1301 HUMA 1301	Composition and Rhetoric I Introduction to Humanities	6
4304	English III	1	1.10	ENGL 1301 ENGL 1302	Composition and Rhetoric I Composition and Rhetoric II	6
4404/4444	English IV (4444 is taught at Brazosport HS)	1	1.10	ENGL 1301 ENGL 1302	Composition and Rhetoric I Composition and Rhetoric II	6
4534	Humanities	1	1.10	HUMA 1301	Intro/Humanities	3
Mathematics						
1714	Independent Study in Math I (STEM Pathway)	1	1.10	MATH 1414 MATH 2412	College Algebra for Calculus*** Pre Calculus@***	8
1734	Independent Study in Math I (Business Pathway)	1	1.10	MATH 1325 MATH 1324	Business Calculus @*** Finite Mathematics@***	6
1744	Independent Study in Math I (Education Pathway)	1	1.10	MATH 1314 MATH 1350	College Algebra Fundamentals of Math I@***	6
1514	Statistics	1	1.10	MATH 1342	Statistics@***	3
1534	Advanced Quantitative Reasoning PEIMS 03102510	1	1.10	MATH 1332	Quantitative Reasoning***	3
1984	Independent Study in Mathematics II	1	1.10	MATH 2413 MATH 2414	Calculus I@*** Calculus II	8
Social Studies						
3604	Economics/Free Enterprise	.5	1.10	ECON 2301	Principles of Economics I +	3
3704/3714	Psychology	.5	1.10	PSYC 2301	General Psychology	3
3634	Sociology	.5	1.10	SOCI 1301	Introduction to Sociology	3
3504/3514	U.S. Government (3514 is taught at Brazoswood HS)	.5	1.10	GOVT 2305	Federal Government	3
3904	Special Topics In Social Studies	.5	1.10	GOVT 2306	Texas Government	3
3424/3414	U.S. History Since Reconstruction (3414 is taught at Brazoswood HS)	1	1.10	HIST 1301 HIST 1302	United States History to 1877 United States History from 1877 to Present	6
Science						
2964	Anatomy & Physiology	1	1.10	BIOL 2301/2101 BIOL 2302/2102	Human Anatomy and Physiology I /Lab Human Anatomy and Physiology II/Lab	8
2014	Scientific Research & Design: General Biology	1	1.10	BIOL 1306/1106 BIOL 1307/1107	General Biology I /Lab General Biology II/Lab	8
2314	Scientific Research & Design: General Chemistry	1	1.10	CHEM 1311#/1111 CHEM 1312#/1112	General Chemistry I/Lab General Chemistry II/Lab	8
AC 6134	Scientific Research & Design: Intro Chem / Technical Physics	1	1.10	CHEM 1305/1105 CTEC 1401/1401L	Introductory Chemistry with Lab Technical Physics with Lab	4 4
2514	Scientific Research & Design: College Physics	1	1.10	PHYS 1301/1101@ PHYS 1302/1102@	College Physics I/Lab College Physics II/Lab	8
2524	Scientific Research & Design: University Physics	1	1.10	PHYS 2325/2125L PHYS 2336/2125L	University Physics I-Mechanics & Heat University Physics II-Electricity, Magnetism & Light	8
2874	Environmental Systems	1	1.10	ENVR 1301/1101 ENVR 1302/1102	Environmental Science I Environmental Science II	8
Fine Arts						
5014	Art Appreciation	1	1.00	ARTS 1301	Art Appreciation	3
5054	Art Appreciation	1	1.00	ARTS 1303	Art History Survey: Ancient to Gothic	3
5064	Art Appreciation	1	1.00	ARTS 1304	Art History Survey: Renaissance to Post Modern	3
5294	Music History	1	1.00	MUSI 1306	Music Appreciation	3
5814	Theater Arts I	1	1.00	DRAM 1310 DRAM 1351	Introduction to Theater Beginning Acting	6
5854	Theater Production I	1	1.00	DRAM 1120/1121	Theatre Practicum	1
Languages Other Than English						
5514	Spanish I	1	1.10	SPAN 1411	Beginning Spanish I	4
5524	Spanish II	1	1.10	SPAN 1412	Beginning Spanish II	4

5534	Spanish III	1	1.10	SPAN 2311	Intermediate Spanish I	3
5544	Spanish IV	1	1.10	SPAN 2312	Intermediate Spanish II	3
Speech						
5704/5703	Professional Communications (5703 is taught at Brazosport HS)	.5	1.00	SPCH 1315	Fundamentals of Speech	3

BISD Course Number	BISD Course Title and PEIMS Service ID	BISD Credit	BC Course Number	BC Course Title	BC Course Hours
Career and Technical Education					
8404	Automotive Technology I (Automotive Chassis Track – SOPH)	2	AUMT 1405 AUMT 1410	Introduction to Automotive Technology Automotive Brake Systems	7
8414	Automotive Technology II Automotive Service (Automotive Chassis Track – JR Yr)	3	AUMT 1410 AUMT 1416 OR AUMT 1407 AUMT 1416	Automotive Brake Systems AND Automotive Steering & Suspension OR Automotive Electrical Systems AND Automotive Steering & Suspension	4 4 4 4
8424	Practicum in Transportation, Systems Extended Practicum (Automotive Chassis Track – SR Yr)	2	AUMT 1380 AUMT 1381	Cooperative Education I – Automotive Technician Cooperative Education I – Automotive Technician	3 3
8064	Engineering Design & Presentation I Architectural Design I	1	DFTG 1305 DFTG 1309	Technical Drafting Basic Computer Aided Drafting	3 3
8074	Architectural Design II	2	DFTG 1317 or CNBT 1300	Architectural Drafting - Residential, or Residential & Lt. Commercial Blueprint Rdg.	3 3
8164	Business Information Management I	1	BCIS 1405	Business Computer Applications	4
8094	Electrical Technology 1	1	ELPT 1319 ELPT 1329 OR ELPT 1319 ELPT 1345	Fundamentals of Electricity Residential Wiring Residential Wiring OR Fundamentals of Electricity Commercial Wiring	3 3 3 3
8095	Electrical Technology II	2	ELPT 1357 ELPT 1329 OR ELPT 1357 ELPT 1345	Industrial Wiring Residential Wiring (NCCER) OR Industrial Wiring Commercial Wiring (NCCER)	3 3 3 3
8204	Medical Terminology	1	HITT 1305	Medical Terminology I	3
AC 6114	Principles of Information Technology	1	ITSC 1305	PC Operating Systems	3
AC 6104	Networking	1	ITNW 1325	Fundamentals of Network Tech	3
8084	Manufacturing Engineering Tech I (Instrumentation Tech Track– Fall of JR Yr)	1	INTC 1401	Principles of Industrial Measurements I	4
8504	Oil & Gas Production Systems I (Instrumentation Tech Track– Spring of JR Yr)	1	PTAC 1410	Process Technology I – Equipment	4
8264	Digital Electronics (Instrumentation Tech Track– Fall of SR Yr)	1	INTC 1441	Principles of Automatic Control	4
8124	AC/DC Electronics (Instrumentation Tech Track– Spring of SR Yr)	1	INTC 1315	Final Control Elements	3
8374	Introduction to Process Technology (Process Technology Track – JR Yr - Fall)	1	PTAC 1302	Intro to Process Technology	7
8504	Oil & Gas Production Systems I (Process Technology Track – JR Yr – Spring)	1	PTAC 1410	Process Technology I-Equipment*	4
8514	Oil & Gas Production Systems II	1	PTAC 1432	Process Instrumentation I*	4

BISD Course Number	BISD Course Title and PEIMS Service ID	BISD Credit	BC Course Number	BC Course Title	BC Course Hours
	(Process Tech –SR Year Fall)				
8524	Petrochemical Safety, Health & Environment (Process Technology Track – SR Yr - Spring)	1	PTAC 1308	Safety, Health & Environment I	3
8134	Plumbing Technology I (Pipefitting Track – JR Yr)	1	PFPB 1308 PFPB 1305	Basic Pipefitting Skills Basic Blueprint Reading for Pipefitters	6
8144	Piping and Plumbing Technology Advanced	2	PFPB 2310 PFPB 2307 OR PFPB 2310 PFPB 2347	Inter. Blueprint Reading for Pipefitters (NCCER) Pipe Fabrication & Installation I (NCCER) OR Inter. Blueprint Reading for Pipefitters Field Measuring, Sketching & Layout	6 6
8354	Precision Metal Manufacturing I (Machine/Millwright-JR Yr)	2	MCHN 1325 MCHN 1329 OR MCHN 1338 MCHN 1341	Millwright I Millwright II OR Basic Machine Shop I Basic Machine Shop II	6
8364	Precision Metal Manufacturing II + Lab (Machine/Millwright-SR Yr)	3	MCHN 2305 MCHN 2307 OR MCHN 1352 MCHN 1354	Millwright III Millwright IV OR Intermediate Machining I Intermediate Machining II	6
8334	Welding I (Welding -Jr Year)	2	WLDG 1428 WLDG 2443	Intro to Shielded Metal Arc Welding Advanced Shielded Metal Arc Wldg+	4 4
8344	Welding II + Lab (Welding –SR Yr)	3	WLDG 2406 WLDG 2451 OR WLDG 2406 WLDG 2447	Intermediate Pipe Welding Advanced Gas Tungsten Arc Wldg Intermediate Pipe Welding Advanced Gas Metal Arc Welding	4 4 4 4
Other					
9564/9561	College Transition / Learning Frameworks	1	PSYC 1300	Learning Frameworks	3

indicates that a prerequisite is required to take this course. "C" or better in high school chemistry or CHEM 1305 – Introductory Chemistry

* Two college courses must be taken to receive high school credit.

@ Prerequisite: College Algebra

*** Students who have not demonstrated college readiness as defined by Texas Administrative Code (TAC) 4.85b will need to score 350 or higher on the TSI math test to take Economics, Math or Physics.

Technical Courses not applicable toward academic electives in an A.A/A.S. degree.

§ Offering is for the 2019-20 school year only and will not be offered to students that entered under the 2018-2019 MOU. No new students should be enrolled in these courses. Only students completing the sequence should be enrolled.

APPENDIX B

AGREEMENT FOR EDUCATIONAL SERVICES

This agreement, made and entered into between Brazosport College and Brazosport Independent School District provides for services with the following terms and conditions.

Article I

Brazosport College and Brazosport Independent School District agree that the following services will be provided:

Two shared full-time counselors, whose time will be split between recruitment and transition of students to college.

Duties will include, but are not limited to the following:

Advise students and parents regarding selection and preparation for college admissions testing, including SAT, ACT, and TSIA.

Arrange for evening workshops on college admission, dual credit/concurrent enrollment and financial aid for parents and students.

Assist in the coordination of college/career nights.

Assist with college advisement and registration during peak periods, attend departmental meetings and be a part of in-service programs on the high school and college campuses.

Assist with articulation meetings between Brazosport College and Brazosport Independent School District.

Provide academic advising, admissions, registration and financial aid information to high school students seeking admission to Brazosport College.

Provide, during specified times, student services support to Brazosport College on and off campus.

Serve as a resource on college financial aid for students, parents and staff. The college or the school district may assign other duties as appropriate.

Understand Texas Higher Education Coordinating Board rules regarding dual credit programs.

Understand and discuss FERPA guidelines with student and parents.

Article II

Employment and compensation:

The counselors will be employees of Brazosport Independent School District.

Brazosport Independent School District accepts responsibility for salary and associated benefits for the counselors. Funding for the positions will be shared by the district and college.

Vacation and sick leave, as awarded by Brazosport Independent School District, will be honored by Brazosport College.

Article III

Contracted services:

Brazosport Independent School District will provide Brazosport College, not later than April of each year, costs

APPENDIX C

ADULT EDUCATION AND LITERACY PROGRAM

A. Purpose

The purpose of Appendix C is to document the approval and to expand the relative responsibilities of the Adult Education and Literacy Program funded by grant dollars from Texas Workforce Commission between Brazosport College, 500 College Drive, Lake Jackson, TX 77566 and Brazosport Independent School District, location to be determined by both parties.

B. Provisions/Termination

1. This agreement will become effective on **September 1, 2019**, and both parties agree to accept the conditions set forth in this document and review annually.
2. Changes in the agreement, at either **Brazosport College** or the **Brazosport ISD**, will be part of the annual review by September of each year.

C. Conditions of this Agreement

Brazosport College will:

1. Recruit, screen, and assess eligibility of applicants for the Adult Education program;
2. Offer a HSE/ESL class on a campus determined by both parties;
3. Provide teachers and pay their salaries;
4. Provide teachers with a minimum of 12 hours of professional development and on-going instructional support;
5. Provide teachers and students with instructional materials;
6. Collect program data including: student demographics, student contact hours, and student pre & post test scores; and,
7. Input program data into TEAMS, a state-of-the-art, state-wide information management system which reports participant outcomes and monitors program performance against performance measures.

BISD's Professional Resource Center will:

1. Provide classroom space; and,
2. Provide information and referral services about this program to interested applicants.

D. Non-Discrimination and Equal Opportunity

All Parties to this MOU certify that they prohibit, and will continue to prohibit, discrimination, and they certify that no person, otherwise qualified, will be denied employment, services, or other benefits on the basis of: race, color, religion, sex, national origin (including limited English proficiency), age, disability, political affiliation or belief, veteran's status, or on the basis of any other classification protected under state or federal law.

E. Accessibility

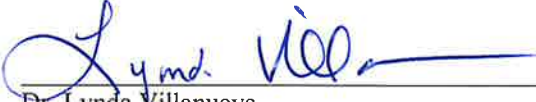
Services will be available in a physically accessible location, taking into account as appropriate, distance from public transportation and availability of parking. All locations where services are provided will maintain a culture of inclusiveness.

F. Monitoring

All Partners will cooperate with compliance monitoring that is conducted to ensure that all programs, services, technology, and materials are physically and programmatically accessible and available to all.

APPROVAL:

BRAZOSPORT COLLEGE



Dr. Lynda Villanueva
Provost and Vice President, Academic and Student Affairs

4-30-19
Date



Anne Bartlett
Vice President, Industry & Community Resources

4-30-19
Date



Dr. Millicent Valek
President

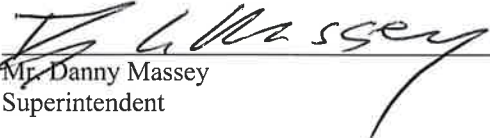
4/30/2019
Date

BRAZOSPORT INDEPENDENT SCHOOL DISTRICT



Clara Sale-Davis
Chief Academic Officer

6-18-2019
Date



Mr. Danny Massey
Superintendent

6-18-2019
Date