



## College of Micronesia-FSM

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Federated States of Micronesia 96941

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Office of the  
Vice President for Instructional Affairs

October 6, 2010

R. Ray D. Somera, Ph.D.  
Vice President for Academic Affairs  
Guam Community College  
P. O. Box 23069  
Barrigada, Guam 96921

Dear Dr. Somera,

On behalf of the College, I am pleased to forward to you the signed copy of the Memorandum of Agreement for the course-by-course articulation agreement between the College of Micronesia-FSM and Guam Community College.

We appreciate the opportunities for collaboration between our institutions on behalf of the students of the Micronesian region.

Thank you.

Sincerely,

Jean C. Thoulag  
Vice President for Instructional Affairs

## **MEMORANDUM OF UNDERSTANDING AND AGREEMENT**

### **Course-by-Course Articulation Between Guam Community College and the College of Micronesia-FSM**

This Memorandum of Understanding and Agreement is entered into by and between the Guam Community College, hereinafter referred to as GCC, and the College of Micronesia-FSM, hereinafter referred to as COM-FSM, to promote successful educational experiences for students from both institutions. In keeping with the spirit of the Pohnpei Accord (2003) which reaffirms "friendly relations and an exchange of mutual communication and cooperation" among Pacific colleges, this memorandum is primarily intended to formulate guidelines for the transfer of students and the transfer of academic credit between the two institutions.

#### **1. Purpose**

The purpose of articulation is to assure that transfer students are prepared for work at the new campus, that academic credit earned through the successful passing of a course is achieved through the attainment of expected student learning outcomes (SLOs) for that particular course, and that the transfer process works smoothly for the student. Through this articulation agreement, students who desire to transfer between our respective institutions to meet their educational goals are clear about the transfer of specific courses that will allow them to gain academic credit in a particular program.

#### **2. Basic Principles**

To assure that the process of course-by-course articulation between our respective institutions functions smoothly, we will abide by the following principles.

- A. Articulation is a complex matter, and it must involve faculty, staff, and administration at different points in the process;
- B. This agreement shall be subject to regular review, evaluation and revision. The addition to and/or deletion from the attached course listing to this agreement can be executed by mutual agreement between both parties;
- C. Changes in course content, prerequisites, and other academic policies involving specific courses which affect students' transfer of academic credit will be communicated in a timely manner to the respective institution; and
- D. GCC and COM-FSM will each designate a single individual as being responsible for dealing with articulation issues which may arise as a result of this agreement.

#### **3. General Education Articulation Matrix from the University of Guam**

This agreement will honor the transferability of academic credits outlined in the General Education Matrix from the University of Guam (UOG), as applicable to the College of Micronesia-Federated States of Micronesia (COM-FSM), College of the Marshall Islands (CMI), Northern Marianas College (NMC) and Palau Community College (PCC). Courses

completed under this agreement with UOG will have guaranteed transfer of academic credit in our respective institutions.

#### **4. Policies Regarding Student Transfer and Transfer of Academic Credit.**

- A. Students seeking transfer to GCC or COM-FSM need to go through the admission process by filling out the necessary forms at the Registrar's Office. Students will transfer immediately upon completing all admissions requirements and becoming a declared student. Each student will be notified of acceptance by the receiving institution.
- B. Academic credits for courses which are comparable in terms of the nature, content, and level of credit offered by our respective institutions, and as detailed by the attached matrix of transferable courses, shall be transferable. After consultation with program faculty and other administrators, the Chief Academic Officer of each institution will provide the final approval to the course-by-course articulation matrix.
- C. In cases where the incoming course does not match or exceed the credits of the receiving institution's equivalent course and the articulation is specified in the articulation matrix, then the course shall be transferable. In situations where the articulation is not specified in the articulation matrix, the program faculty will determine whether any transfer course does or does not fulfill any program requirement.
- D. Only credit necessary for the completion of a degree or certificate program selected by the student will be accepted for application to the degree. However, all students will be required to complete at least 12 semester hours of credits prior to graduation from our respective institutions.
- E. It is expected that all degree requirements will be completed within an eight-year period. Beyond this 8-year limit on coursework, students, upon consultation with individual departments where the chosen program of study resides, may be requested to revalidate the substance of specific courses. Hence, students may be asked to repeat courses taken more than eight years before graduation when those courses have changed greatly in content and standards.
- F. Only credits earned with a grade of "C" or better will transfer; credits earned in courses with grades of "D" may be accepted on a conditional basis until such completion of subsequent course work at the college in the same area of study.
- G. Only credits applicable toward a diploma, a certificate, or a degree at the college will be accepted; grades, grade point, or grade point average will not be transferred.
- H. Unless specifically addressed in this agreement, the practice of transferring credits will be governed by the receiving institution's transfer credit policies or procedures.

#### **5. Administration and Management**

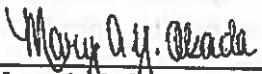
The management of this agreement will be coordinated through the Chief Academic Officers (CAO) or their designees at each institution. Changes in the courses or policies affecting this

agreement should be communicated to the CAOs, which may result in modifications or amendments to the terms of this agreement.

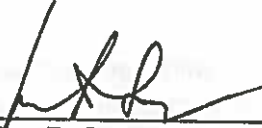
## 6. Duration

The terms of this agreement shall begin on the day this document is signed by all signatories and shall continue in full force and effect thereafter for a period of five (5) years, at which time the agreement may be reviewed, revised, or reissued as agreed upon by both parties. This agreement may be terminated by either party at any time provided that the other party is given a 30-day prior written notification.

### GUAM COMMUNITY COLLEGE

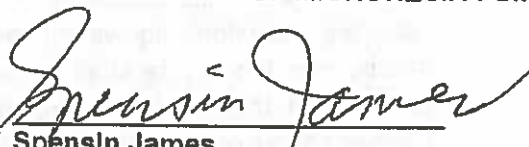
  
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Mary A. Q. Qada, Ed.D.  
President

Date: 6.10.10

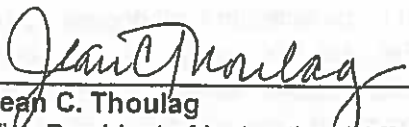
  
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R. Ray D. Somera, Ph.D.  
Vice President for Academic Affairs  
Chief Academic Officer

Date: 6/10/2010

### COLLEGE OF MICRONESIA-FSM

  
\_\_\_\_\_  
Spensin James  
President

Date: 7/20/10

  
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Jean C. Thoulag  
Vice President of Instructional Affairs  
Chief Academic Officer

Date: 7/15/10

# GCC/COM-FSM Course-By-Course Articulation

## A: Career and Technical Education (CTE) Courses

Course Number	GCC Course Title	Course Number	COM-FSM Course Title
AE 103	Basic Blueprint Reading	VAE 103	Blueprint Sketching and Interpretation
CT 152A	Plumbing Level I	VCT 162	Advanced Plumbing
CT 154B	Masonry Level II	VCT164	Concrete and Brick Masonry
CT 153	Introduction to Carpentry	VCT 153	Introduction to Carpentry
CT 154	Fundamentals of Masonry	VCT 154	Introduction to Masonry
CT 165A	Electricity Level I	VEM 103	Basic Electricity I
CT 165B	Electricity Level II	VEM 104	Basic Electricity II
CT 165C	Electricity Level III	VEM 112	Electrical Wiring II
CT 172	Plumbing Installation and Design	VCT 172	Plumbing Installation and Design
CT 173	Rough Framing and Exterior Finishing	VCT 173	Rough Framing and Exterior Finishing
CT 174	Columns, Beams, Walls and Partitions	VCT 174	Columns, Beams, Walls and Partitions
CT 182	Uniform Plumbing Code	VCT 182	Uniform Plumbing Code
CT 185A	Refrigeration & Air conditioning I	VEM 113	Refrigeration I
CT 185B	Refrigeration & Air conditioning II	VEM 114	Refrigeration II
CT 183	Finishing	VCT 183	Finishing and Trim Work
CT 193	Cabinet Making and Mill Work	VCT 193	Cabinet Making and Mill Work
EE 103	Electricity I: Direct Current Circuits	VEE 103	Electronics Fundamentals I
EE 104	Electricity II: Alternating Current circuits	VEE 104	Electronics Fundamentals II
EE 110	Instrumentation	VEE 10	Discrete Devices I
EE 112	Electronics Devices I	VEE 125	Electronics Circuits
EE 116	Digital Technology	VEE 135	Digital Electronics I
EE 243	Fiber Optics Installation	VCT 261	Fiber Optics Installation
EM 112	National Electrical Code	VEM 212	National Electrical Code
EM 182	Industrial Controls	VEM 240	Industrial Wiring
WE 105	Fundamentals of Oxyacetylene Welding and Cutting	VWE 105	Fundamentals of Oxyacetylene Welding and Cutting
WE 110	Fundamentals of ARC Welding I	VWE 110	Fundamentals of ARC Welding I
EE 211	IT Essentials	VEE 223	PC Hardware and Software

Total Courses: 27

# GCC/COM-FSM Course-By-Course Articulation

## B: General Education and Related Courses

Course Number	GCC Course Title	Course Number	COM-FSM Course Title
AC 101	Principles of Accounting I	AC 131	Accounting I
AC 102	Principles of Accounting II	AC 220	Accounting II
AC 210	Introduction to Financial Management	BU 250	Principles of Finance
AC 103	Accounting Principles III	AC 250	Managerial Accounting
AC 150	Federal Income Tax	AC 330	Taxation I
VC 172	Imaging Concepts and Elements	MM 110	Introduction to Photography and Video
VC 145	Macromedia Suite	MM 225	Multimedia Design
VC 298	Cooperative Education/Work Learn	MM 246	Media Studies Practicum
VC 161	Video I	MM 220	Advance Video
SI 110	Environmental Biology	SC 117	Tropical Pacific Island Environment
SI 103	Introduction to Marine Biology	MR 120	Marine Biology
SI 130	Anatomy and Physiology	SC 122A	Anatomy and Physiology
SM 245	Ethics & Stakeholders Management	BU 110	Business Ethics
CS 101	Introduction to Computer Systems & Information Technology	CA 100	Computer Literacy
CS 102	Computer Operations	IS 201	Computer Information Systems
CS 104	Visual Basic Programming	IS 220	Computer Programming
CS 203	Systems Analysis and Design	IS 230	Database Design
VC 141	Web Design	IS 240	Webpage Design
VC 131	Desktop Publishing	IS/MM 245	Desktop Publishing
EE 265	Computer Networking Academy I	IS 280	Networking
CJ 100	Introduction to Criminal Justice	AJ 151	Introduction to Criminal Justice
CJ 101	Juvenile Justice Process	AJ 113	Administration of Juvenile Justice
CJ 209	Concept of Police Operations	AJ 158	Management Skills for Police Officers
ED 231	Introduction to Exceptional Children	ED 220	Education of Exceptional Children
CD 110	Early Childhood Education Orientation	ECE 100	Introduction to Early Childhood Education
CD 180	Language Arts in Early Childhood	ECE 211	Language Development in Young Children
HL 202	Nutrition	SC 112	Introduction to Human Nutrition
CI 110	Beginning Mandarin Chinese I	FL 103	Chinese I
JA 110	Beginning Japanese I	FI 101	Japanese I
JA 111	Beginning Japanese II	FL 102	Japanese II
JA 108	Japanese for Tourism Industry	FL 120	Basic Japanese for Hotel and Restaurant
JA 210	Intermediate Japanese I	FL 160	Situational Japanese for Hotel and Restaurant
EN 210	Introduction to Literature	EN 201	Introduction to Literature

# GCC/COM-FSM Course-By-Course Articulation

## **B: General Education and Related Courses**

Course Number	GCC Course Title	Course Number	COM-FSM Course Title
CJ 150	Criminal Procedure	LAW 210	Criminal Procedure
CJ 200	Criminal Law	LAW 215	Criminal Law
EN 125	Introduction to Speech	EN/CO 205	Speech Communication
OA 211	Business Communication	EN/BU 121	Business Communications
SM 108	Introduction to Business	BU 101	Introduction to Business
MK 123	Principles of Marketing	BU 270	Principles of Marketing
SM 220	Management Skill Development	BU 260	Fundamentals of Management
SM 230	Business Law Applications	BU 271	Business Law
MA 095	Pre-College Mathematics	MS 095	Pre-Algebra
MA 110	Introduction to College Algebra	MS 096	Elementary Algebra
MA 110A	Finite Mathematics	MS 099	Intermediate Algebra
MA 161A	College Algebra/Technical Mathematics	MS 100	College Algebra
MA 161B	College Algebra and Trigonometry	MS 101	College Algebra and Trigonometry
OA 109	Business Math Using Excel	BU/MS 110	Business Math
PI 101	Introduction to Philosophy	EN 208	Introduction to Philosophy
PY 120	General Psychology	SS/PY 101	General Psychology
ED 220	Human Growth and Development	ED/PY 201	Human Growth and Development
SO 130	Introduction to Sociology	SS 130	Introduction to Sociology
HS 160	Hospitality Supervision	HTM 150	Hospitality Supervision
HS 211	Front Office Management	HTM 170	Front Office Management
HS 208	Food and Beverage Service	HTM 220	Food and Beverage Management
HS 140	Menu Planning	HTM 165	Food Fundamentals and Quantity Cooking
HS 254	Hospitality and Traveling Marketing	HTM 230	Hospitality Marketing
HS 292	Hospitality Industry Management Practicum	HTM 250	Facilities Management and Practicum
Total Courses: 57		Total Courses: 57	

