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CPES Cooperative Agreement for the Distance Access of Courses

THIS AGREEMENT, is effective this first day of September 1999, by and between Virginia Polytechnic Institute & State University, University of Wisconsin-Madison, Rensselaer Polytechnic Institute, North Carolina A&T University and University of Puerto Rico-Mayaguez (hereinafter referred to individually as a "Center University" and collectively as the "Center Universities").

RECITALS

Whereas Virginia Polytechnic Institute and State University, University of Wisconsin-Madison, Rensselaer Polytechnic Institute, North Carolina A&T University and University of Puerto Rico-Mayaguez have successfully received funding from the National Science Foundation for an Engineering Research Center called the Center for Power Electronic Systems (CPES);

Whereas the Center Universities are committed to successful research and educational collaboration through the sharing of research and pedagogical resources;

Whereas the Center Universities seek to encourage students and faculty to exploit the diverse technical strengths of the Center Universities reflected in their course offerings;

Whereas the Center Universities need to develop uniform policies and practices regarding curricula cross-access that respect the existing policies and practices of the individual Center Universities.

PROVISIONS

In consideration of the premises and mutual covenants contained herein, the Center Universities agree as follows:

1. **Tuition and Fees:** Tuition is paid to the Home University. The Home University is the Center University where the student has matriculated. The Host University is the Center University that offers one or more courses of interest to the student. Under curricula distance access, the student takes one or more courses at Host University while remaining at their Home University. Fees covering reasonable incremental costs of distance education delivery will be paid to the Host University by CPES. Each Center University is responsible for determining their incremental cost of distance delivery. The incremental cost is intended to keep the Host University from subsidizing the education of CPES students.
2. **Billing:** The CPES education coordinator for the Home University will report all curricula distance access activity to the CPES Administrative Director at Virginia Tech. The CPES Administrative Director shall disburse the total amount of incremental fees due to each CPES University. Such disbursements shall be made once for the fall semester and once for the spring semester.
3. **Prior Approval:** Students shall obtain prior approval of the CPES Education Coordinator at their Home University. Courses taken through Center Universities shall appear on the student's approved plan of study.
4. **Registration:** Students will complete all registration forms required by the Host University to gain access to the CPES courses of interest. The student shall register for an appropriate course (e.g., an independent study course) with the CPES faculty member at the Home

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University responsible for education activities. The course title selected for the appropriate course shall reflect the Host University and the course title at the Host University.

5. **Courses Covered:** The list of courses covered by this agreement shall be reviewed annually by the CPES Executive Committee and modified to include only courses of direct relevance to the CPES mission.
6. **Distance Delivery:** Each Center University shall develop a mechanism for distance delivery by eligible CPES students. Each Center University shall provide instructions for how students at other Center Universities are to gain access to course materials. These instructions shall be posted on the education page of the CPES web site.
7. **Transcripts:** At the conclusion of the courses, the instructor at the Host University shall provide the CPES Education Coordinator at the Home University with grade information for each student in a cross-listed course. The CPES faculty member at the Home University shall then post this grade on the student's transcript for the appropriate course corresponding to the distance access course.
8. **Annual Statistics:** Each CPES University will provide the CPES Education Director with annual statistics at the conclusion of the spring semester. These statistics are to include, at a minimum, the number of courses taken at that Center University by students from other Center Universities, courses taken by students from that Center University at other Center Universities, and the delivery format of distance access courses offered by that university. This information is needed for tracking CPES accomplishments and annual reporting of CPES activities to the National Science Foundation. Student names, identification numbers, and any other information that may compromise student privacy shall not be provided.
9. **Entire Agreement/Modifications:** This Agreement constitutes the entire agreement between the parties relative to curricula distance access, supersedes all previous agreements relative to curricula distance access, and may only be modified or amended by a written agreement signed by all parties.

Dr. Harold L. Martin
Vice Chancellor
for Academic Affairs
North Carolina A&T
University

Date

Dr. Doyle Deves
Interim Provost

Rensselaer Polytechnic
Institute

9 Sept 99

Date

Dr. Zulma R. Toro Ramos
Chancellor

Univ. of Puerto Rico-
Mayaguez

22 sept 99

Date

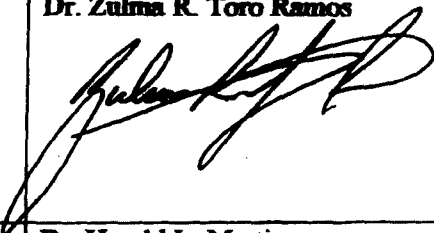
Dr. Michael Corradini
Associate Dean of Engineering
Univ. Wisconsin-Madison

Date

Dr. Peggy Mezaros
Senior Vice President and Provost
Virginia Polytechnic Inst. &
State University

Date

CPES Distance Access Agreement Circulation

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