MEMORANDUM OF UNDERSTANDING
HARFORD COMMUNITY COLLEGE & TOWSON UNIVERSITY
MAY 20, 2019

ELECTRONIC MEDIA AND FILM B.S. Degree

Harford Community College, Bel Air, Maryland, and Towson University, agree to follow the articulation of courses outlined in the articulation (course equivalency) document, for completion of requirements for the Bachelor of Science degree in Electronic Media and Film (Attachment A), which is attached to, and incorporated by reference into, this Memorandum of Understanding (MOU). The following principles guide the operation of this MOU, with the requirements for transfer in specific curricula set forth in Attachment A.

1. Towson University will accept a maximum number of 64 credits from Harford Community College as outlined in the Attachment A. The number of transferable credits specific to this program is reflected in Attachment A.

2. Students who have completed the Associate of Applied Science Degree in the Mass Communications, Production & Announcing in Electronic Media program at Harford Community College may transfer into Towson University's Electronic Media and Film program with junior standing provided that the student has completed all courses identified on Attachment A (which is attached to, and incorporated by reference into, this MOU) with a cumulative GPA of 2.00 or higher. Courses completed at Harford Community College with 300 or 400 level Towson University course equivalencies will transfer as lower-level credit but will satisfy course content as indicated.

3. Only courses in which a grade of C (2.00) or better is earned will apply toward the major at Towson University.

4. In accordance with the MHEC transfer policy pertaining to general education requirements, Towson University will accept the completion of Harford Community College's general education requirements (GenEds) and students will be required to complete courses at Towson University to satisfy the remaining University Core requirements as shown in Attachment A.

5. Towson University recognizes college-level experiential learning gained through previous work, military and/or volunteer service or life experience. Credit for prior learning may also be established through course challenge or standardized credit by examination.

6. Harford Community College students transferring to Towson University will be given every consideration for financial aid and will be eligible to compete for academic scholarships upon entrance to Towson University subject to stated scholarship deadlines.

7. Both Harford Community College and Towson University agree to work together to facilitate the transfer of students from Harford Community College to Towson University to work cooperatively to insure the high quality of the programs at the respective
institutions. Transfer of students will be in accordance with policies and procedures of both institutions, as they may be amended from time to time.

8. This MOU will be in effect initially for ten years, beginning fall 2019, with a review every two years by both parties. Any revisions the parties deem necessary must be evidenced in writing and signed by the authorized officials of each institution. The MOU may be terminated by either party for due cause and after adequate notice of not less than six months is given to the other party.

9. Towson University will establish procedures to provide information on the academic progress of Harford Community College students enrolled as part of this MOU.

10. This MOU, when signed, constitutes the entire agreement between the parties and supersedes all prior agreements and understandings between the parties respecting the matter hereof.

HARFORD COMMUNITY COLLEGE AND TOWSON UNIVERSITY

Karen Hays, Ph.D.
Interim Vice President for
Academic Affairs

Date 6/7/19

Melanie Perreault, Ph.D.
Provost and Executive Vice-President of Academic Affairs

Date 7/3/18
**Harford Community College Course Selections**

To receive the benefit of this agreement, students must complete the associate’s degree at Harford Community College and follow the course selections outlined on page 1 of this agreement.

<table>
<thead>
<tr>
<th>COURSE</th>
<th>COURSE TITLE</th>
<th>CRS.</th>
<th>TU EQUIVALENCY</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>English Composition [GE]</td>
<td>3</td>
<td>ENGL 102</td>
<td>Fulfills Core 2 at TU.</td>
</tr>
<tr>
<td>CMST 101</td>
<td>Speech Fundamentals [GI]</td>
<td>3</td>
<td>COMM 131</td>
<td>Fulfills Core 5 at TU.</td>
</tr>
<tr>
<td>CIS 102</td>
<td>Introduction to Information Sciences [GI]</td>
<td>3</td>
<td>COSC 111</td>
<td>Fulfills Core 4 at TU.</td>
</tr>
<tr>
<td>MUS 222</td>
<td>Popular Music of the United States [GH] [D]</td>
<td>3</td>
<td>MUSC TLL</td>
<td>Fulfills Core 13 at TU.</td>
</tr>
<tr>
<td>MC 105 or</td>
<td>Introduction to Journalism [GH] or</td>
<td>3</td>
<td>MCOM 101</td>
<td>Lower-level version of upper-level TU program requirement.</td>
</tr>
<tr>
<td>MC 206</td>
<td>History of Film [GH]</td>
<td></td>
<td>EMF T13</td>
<td>Fulfills Core 11 at TU.</td>
</tr>
<tr>
<td>Science</td>
<td>Biological/ Physical Science Elective [GL]</td>
<td>4</td>
<td>Varies by choice</td>
<td>Fulfills Core 7 at TU.</td>
</tr>
<tr>
<td>Social Science</td>
<td>Behavioral/ Social Science Elective [GB]</td>
<td>3</td>
<td>Varies by choice</td>
<td>Fulfills Core 6 at TU.</td>
</tr>
<tr>
<td>Mathematics</td>
<td>Mathematics elective [GM]</td>
<td>3-4</td>
<td>Varies by choice</td>
<td>Fulfills Core 3 at TU.</td>
</tr>
</tbody>
</table>

**General Education Units Applied to TU Core**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Degree Requirements Completed at HCC</td>
<td>60</td>
</tr>
</tbody>
</table>

**Course Selections**

Students should choose either **MC 105 or MC 206** for their Program elective in order to satisfy Core area #11 at TU. Students who plan to transfer into the Film and Media concentrations or Film/Video/Digital Media concentrations at TU should complete MC 206 at HCC. If MC 105 or MC 206 is not completed at HCC, students will be need to complete an additional Core requirement at TU.

Students are encouraged to consider the following choices for their general electives:

1. **MC 293** Independent Media Project, which will be an enrichment course for students at HCC. TU accepts this course as a lower-level elective.
2. **MC 206** History of Film *if not taken for general education.*
General education elective(s) in the Behavioral & Social Sciences and/or Biological/Physical Sciences categories. This would reduce the number of Core Curriculum courses students must complete at TU. Students should consult the HCC catalog for the complete list of general education courses offered.

**Towson University Degree Requirements**

**Admission to the Electronic Media & Film major (all concentrations)**

Participating students should follow all recommendations on this partnership agreement to facilitate their seamless admission to the Electronic Media & Film (EMF) major. Admission is competitive and based on these determinants:

1. All students must first attain a 3.00 GPA in the three required courses: EMF 120, EMF 140, and EMF 221. These courses are completed in transfer at HCC (see page 1 of this document).
2. Students must formally declare a concentration within their pre-EMF major. Choices include Radio/Audio, Film & Media Studies, and Film/Video/Digital Media Concentrations.
3. Students should complete the EMF Declaration of Eligibility Application and submit to the EMF department. This also includes the creation and submission of a 500-word creative essay.

**CORE Curriculum requirements:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE 8</td>
<td>Biological and Physical Science (Non-Lab)</td>
<td>3</td>
</tr>
<tr>
<td>CORE 9</td>
<td>Broadcast/Film Writing</td>
<td>3</td>
</tr>
<tr>
<td>CORE 10</td>
<td>Metropolitan Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>CORE 12</td>
<td>Global Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>CORE 14</td>
<td>Ethical Perspectives</td>
<td>3</td>
</tr>
</tbody>
</table>

**Students must fulfill the requirements in one of the three concentrations:**

1. **Radio/Audio Concentration requirements:**
   - EMF 311 History of Electronic Media 3 units
   - EMF 355 Electronic Media and Film Law and Regulation 3 units
   - EMF 365 Audio Production II 3 units
   - Four courses as approved by the EMF department, indicated in the TU Undergraduate Catalog 12 units
   - One additional EMF courses 3 units
   - **Total:** 24 units

2. **Film & Media Studies Concentration requirements:**
   - EMF 311 History of Electronic Media 3 units
   - EMF 313 History of Film 0-3 units
   - **If not taken as MC 206 at Harford Community College**
   - EMF 364 Aesthetics of Film and Electronic Media 3 units
   - **Total:** 21-24 units

**Media Studies Electives:**
- Two courses as approved by the EMF department, indicated in the TU Undergraduate Catalog 6 units
Harford Community College (HCC) A.A.S. Degree: Mass Communications, Production & Announcing in Electronic Media Major
Towson University (TU) B.S. Degree: Electronic Media & Film Major

Electives:
Three courses as approved by the EMF department, indicated in the TU Undergraduate Catalog. 9

3. Film/Video/Digital Media Concentration requirements: 21-24 Units
   EMF 275 Principles of Film and Video Editing 3
   EMF 311 or History of Electronic Media or 0-3
   EMF 313** History of Film
   **if not taken as MC 206 at Harford Community College
   EMF 367 or Narrative Filmmaking or 3
   EMF 373 Electronic Field Production

Media Electives:
Two courses as approved by the EMF department, indicated in the TU Undergraduate Catalog. 6

Intermediate Production:
Two courses as approved by the EMF department, indicated in the TU Undergraduate Catalog. 6

Advanced Production:
One course as approved by the EMF department, indicated in the TU Undergraduate Catalog. 3

ADDITIONAL BACHELOR’S DEGREE REQUIREMENTS:
- A C (2.0) or higher is required in all major courses
- A cumulative grade point average (GPA) of 2.0 is required
- 32 units of the bachelor’s degree must be completed at the upper level (courses numbered 300 or above)

Degree Completion Summary:

<table>
<thead>
<tr>
<th>TOTAL UNITS REQUIRED FOR B.S. DEGREE</th>
<th>120 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harford CC Mass Communications: Production &amp; Announcing A.A.S. Degree</td>
<td>60</td>
</tr>
<tr>
<td>Completion of Core Curriculum at TU</td>
<td>15</td>
</tr>
<tr>
<td>Completion of EMF major at TU</td>
<td>21-24</td>
</tr>
<tr>
<td>General electives at TU*</td>
<td>21-24</td>
</tr>
</tbody>
</table>

* Elective credits may also be satisfied by completing additional major electives and their prerequisites or adding a minor.