

**MEMORANDUM OF UNDERSTANDING FOR  
BACHELOR OF ARTS IN ENGLISH  
BETWEEN  
CENTRAL WYOMING COLLEGE  
AND  
THE UNIVERSITY OF WYOMING**

1. **Parties.** This Memorandum of Understanding (hereinafter “MOU”) is made and entered into by and between the University of Wyoming (hereinafter “University”) and Central Wyoming College (hereinafter “Institution”).
2. **Purpose.** This MOU provides students who have earned the associates degree in English, as described below, from the Institution, the opportunity to complete a bachelor’s degree in English either English Studies track or Literary Studies track at the University. By this MOU Institution and University express a shared commitment to increasing opportunities for student access to and success in higher education.
3. **Term.** This MOU shall commence upon the start of the 2017-18 Academic Year and shall remain in full force and effect for five years, subject to an annual review by both parties. If during the annual review, both parties agree that this MOU needs to be amended, amendments will be made to the MOU in accordance with Section (9)(A) below.
4. **Termination.** Either party can terminate this MOU without cause, upon one (1) year prior written notice. Both parties agree that, should either party desire to terminate this MOU, students currently enrolled prior to the termination date and who remain continuously enrolled will be allowed to complete the program as articulated.
5. **Responsibilities of the University of Wyoming:**
  - A. Any Institution student who has earned an Associate of Arts degree with coursework that adheres to the guidelines within this MOU is guaranteed that the University will:
    - i. Apply the relevant general education credits;
    - ii. Accept designated major related credits;
    - iii. Give the student University class standing consistent with the articulated curriculum herein and in a manner consistent with the University students already enrolled in the Bachelor of Arts degree.
    - iv. Apply the same academic progress and graduation standards to Institution transfer students as are applicable to University students already in enrolled in the College in the same catalog year.
    - v. Provide transfer students from the Institution with access to financial aid, scholarships, and student services on a similar basis as other similarly situated University students.

**B.** Additional Program Specific responsibilities are outlined in Exhibit A (2 plus 2 degree plan), which is hereby incorporated into this MOU.

**6. Responsibilities of Central Wyoming College:**

**A.** Institution, upon request of students, will provide verification of completed courses to the University through its Office of Registration and Records.

**B.** Additional Program Specific responsibilities are outlined in Exhibit A (2 plus 2 degree plan), which is hereby incorporated into this MOU.

**7. Conditions of Transfer.** Institution students maintaining continuous enrollment under this MOU and following the curriculum plan in place under the Institution's catalog of record for the year student started at the Institution will matriculate to the University academic program in place for that same catalog year. A break in enrollment that is not a summer semester may cause the student to be readmitted under a different catalog year.

**8. Program Plan.** While a course-by-course equivalence was used in the development of this plan, this MOU presumes that the general education core requirements at Institution meet general education requirements at the University under the statewide block transfer articulation agreement, which is hereby incorporated herein. Students falling under this MOU will be responsible for successfully completing the additional program core requirements as noted in Exhibit A (2 plus 2 degree plan), which is hereby incorporated into this MOU.

**9. General Provisions**

**A. Amendments.** Either party may request changes in this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon shall be incorporated by written instrument, executed and signed by all parties to this MOU. Any amendments made to this MOU that impact students, will only affect students who enroll in the degree program from the date of the amendment forward.

**B. Applicable Laws/Equal Employment Opportunity.** Both parties shall fully adhere to all applicable local, state and federal law, including equal employment opportunity and including but not limited to compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the American with Disabilities Act of 1990. The University is committed to equal opportunity for all persons in all facets of the University's operations and is an Equal Opportunity/Affirmative Action employer. The University will provide all applicants for admissions, employment and all University employees with equal opportunity without regard to race, gender, religion, color, national origin, disability, age, protected veteran status, sexual orientation, genetic information, gender identity, creed, ancestry, political belief, any other applicable protected category, or

participation in any protected activity. The University ensures non-discriminatory practices in all matters relating to its education programs and activities and extends the same non-discriminatory practices to recruiting, hiring, training, compensation, benefits, promotions, demotions, transfers, and all other terms and conditions of employment.

**C. Entirety of MOU.** This MOU represents the entire and integrated MOU between the parties and supersedes all prior negotiations, representations and MOUs, whether written or oral.

**D. Governmental Claims.** Any actions or claims against either party under this MOU must be in accordance with and are controlled by the Wyoming Governmental Claims Act, W.S. 1-39-101 *et seq.* (1977) as amended.

**E. Interpretation.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Wyoming.

**F. Notices.** All notices and other correspondence related to this MOU shall be in writing and shall be effective when delivered by: (i) certified mail with return receipt, (ii) hand delivery with signature or delivery receipt provided by a third party courier service (such as FedEx, UPS, etc.), (iii) fax transmission if verification of receipt is obtained, or (iv) email with return receipt, to the designated representative of the party as indicated below. A party may change its designated representative for notice purposes at any time by written notice to the other party. The initial representatives of the parties are as follows:

**To University:**  
1000 E. University Avenue  
Laramie, WY 82071

**To Institution:**  
2660 Peck Avenue  
Riverton, WY 82501

**G. Prior Approval.** This MOU shall not be binding upon either party unless this MOU has been reduced to writing before performance begins as described under the terms of this MOU, and unless this MOU is approved as to form by the Office of General Counsel.

**H. Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect.

**I. Sovereign Immunity.** Neither party waives its sovereign or governmental immunity by entering into this MOU, and fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.

**J. Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in

this MOU shall operate only between the parties to this MOU, and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

**K. Legal Authority.** Each party to this MOU warrants that it possesses the legal authority to enter into this MOU and that it has taken all actions required by its regulations, procedures, bylaws, and/or applicable law to exercise that authority, and to lawfully authorize its undersigned signatory to execute this MOU and to bind it to its terms. The person(s) executing this MOU on behalf of a party warrant(s) that such person(s) have full authorization to execute this MOU.

**10. Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

RECOMMENDED BY:

Central Wyoming College

  
Department Head, CWC  
Date: 11/27/17

  
Dean/Division Chair, CWC  
Date: 11/27/17


University of Wyoming

  
Department Head ENGLISH, UW  
Date: 11-19-17


  
Dean, College of ARTS & SCIENCES, UW  
Date: 12.9.17

APPROVED BY:

Central Wyoming College

  
VP of Academic Affairs, CWC  
Date: 12-7-17

University of Wyoming

  
VP of Academic Affairs, UW  
Date: 12/15/17

## Central Wyoming College

### FRESHMAN YEAR

Fall Semester		Hrs	Spring Semester		Hrs
	Math Requirement	3		Laboratory Science	4
CO/M	1030 Interpersonal Communication	3		Social & Behavioral Science Requirement	3
ENGL	1010 English Composition	3	ENGL	1020 English Composition II	3
POLS	1000 American & Wyoming Government	3	ENGL	2005 Technical Writing	3
UNST	1005 Freshman Seminar	1		English Elective-2000-2499*	3
<b>TOTAL</b>		<b><u>13</u></b>	<b>TOTAL</b>		<b><u>16</u></b>

### SOPHOMORE YEAR

Fall Semester		Hrs	Spring Semester		Hrs
	Arts Requirement (not English)	3		Humanities Requirements	6
	Humanities Requirement (not English)	3		English Electives-2000-2499*	6
	English Electives-2000-2499*	6		Elective	3
	Elective	4			
<b>TOTAL</b>		<b><u>16</u></b>	<b>TOTAL</b>		<b><u>15</u></b>

**TOTAL CWC AA DEGREE HOURS 60**

Successful completion of the 2+2 plan requires that a student remain continuously enrolled and graduate with the associate's degree from his or her respective community college. • This is a guide for course work in the major; actual course sequence may vary by student. Please refer to the online student degree evaluation. • Not all courses are offered every semester and some electives may have prerequisites. Students should review the course descriptions in the catalogs of their respective institutions and consult with their academic advisor to plan accordingly. • Academic plans and course schedules may need to be altered if ACT or Math Placement scores require a student to take pre-college courses (e.g., MATH 0900, 0921, or 0925) before taking required math or English courses.

#### Central Wyoming College requirements:

In order to graduate, students must successfully complete a minimum of 60 credit hours, with a minimum of 15 of the final 30 degree credits from Central Wyoming College. • All courses must be college-level courses as indicated by a number of 1000 or above. • A cumulative grade point average of 2.0 or better is required in all hours completed at CWC and in those courses required for graduation in a student's prescribed program. • A minimum of 2.0 (C) is required in general education course requirements and program requirements in the student's program of study. • An S/U graded course will not accepted to fulfill a general education or program requirement unless the course is offered S/U only.

#### University of Wyoming requirements:

Students must have a minimum cumulative GPA of 2.0 to graduate. • Students must complete 42 hours of upper division (3000-level or above) coursework, 30 of which must be from the University of Wyoming. • Courses must be taken for a letter grade unless offered only for S/U.

#### UW College of Arts and Sciences requirements:

Students must take two "core" courses in addition to UW's University Studies Program requirements: Diversity in the United States (ASD) and Global Awareness (ASG). • No more than 60 hours in the major subject may be used toward the 120 credit hours required for graduation. • At least 30 hours in the major subject must be completed with a grade of C or better (the major may require more).

# English-English Studies Track, BA



University of Wyoming

## JUNIOR YEAR

Fall Semester		Hrs	Spring Semester		Hrs
A&S Diversity in the US	ASD	3	Foreign Language II Requirement		4
Foreign Language I Requirement		4	Upper Division Expanding the Canon I <sup>^</sup>		3
Upper Division Historical Period I**		3	Upper Division Historical Period II**		3
Upper Division Rhet/Comp/Prof Writing I#		3	ENGL 3010 Approaches to Rhetoric, Composition, etc.		3
Upper Division Elective		3			
<b>TOTAL</b>		<b><u>16</u></b>	<b>TOTAL</b>		<b><u>13</u></b>

## SENIOR YEAR

Fall Semester		Hrs	Spring Semester		Hrs	
A&S Global Awareness	ASG	3	Upper Division Rhet/Comp/Prof Writing III#		3	
Foreign Language III Requirement		4	ENGL 4780 History of the English Language OR		3	
Upper Division Historical Period III**		3	ENGL 4770 Sociolinguistics			
Upper Division Expanding the Canon II <sup>^</sup>		3	ENGL 4999 Senior Seminar in English Studies	<b>C3</b>	3	
Upper Division Rhet/Comp/Prof Writing II#		3	Upper Division Electives		6	
<b>TOTAL</b>		<b><u>16</u></b>	<b>TOTAL</b>		<b><u>15</u></b>	
					<b>TOTAL UW HOURS</b>	<b><u>60</u></b>
					<b>TOTAL UW BA DEGREE HOURS</b>	<b><u>120</u></b>

### CWC Program Note:

\*English Electives-2000-2499. 3 credits may be from the following courses: LIBS 2280, THEA 2010, or THEA 2020. Consult with your advisor.

### UW Program Notes:

\*\***Historical Period:** Take 3 of these 5. Transfer students may also apply up to 6 hours of English survey courses (ENGL 2425, 2430, 2435 or equivalent) for credit in historical period courses.

ENGL 3200	Medieval Literature	ENGL 3500	19th Century Literature
ENGL 3300	Shakespeare/Renaissance Literature	ENGL 3600	20th Century Literature
ENGL 3400	18th Century Literature		

#**Rhetoric/Composition/Professional Writing:** 3 courses from the list of Rhetoric/Composition/Professional Writing courses offered by English and approved courses offered by other departments.

<sup>^</sup> **Expanding the Canon:** Course options vary by semester, but may include American Indian literature, Mexican American literature, African American literature, postcolonial literature, feminist theory, disability studies, and queer theory. Consult with an advisor.

- At least 21 of the 36 credit hours in the major must be upper division.

## Central Wyoming College

### FRESHMAN YEAR

Fall Semester		Hrs	Spring Semester		Hrs
	Math Requirement	3		Laboratory Science	4
CO/M	1030 Interpersonal Communication	3		Social & Behavioral Science Requirement	3
ENGL	1010 English Composition	3	ENGL	1020 English Composition II	3
POLS	1000 American & Wyoming Government	3	ENGL	2005 Technical Writing	3
UNST	1005 Freshman Seminar	1		English Elective-2000-2499*	3
<b>TOTAL</b>		<b><u>13</u></b>	<b>TOTAL</b>		<b><u>16</u></b>

### SOPHOMORE YEAR

Fall Semester		Hrs	Spring Semester		Hrs
	Arts Requirement (not English)	3		Humanities Requirements	6
	Humanities Requirement (not English)	3		English Electives-2000-2499*	6
	English Electives-2000-2499*	6		Elective	3
	Elective	4			
<b>TOTAL</b>		<b><u>16</u></b>	<b>TOTAL</b>		<b><u>15</u></b>

**TOTAL CWC AA DEGREE HOURS 60**

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# English-Literary Studies Track, BA



University of Wyoming

## JUNIOR YEAR

Fall Semester		Hrs	Spring Semester		Hrs
A&S Diversity in the US	ASD	3	A&S Global Awareness	ASG	3
Foreign Language I Requirement		4	Foreign Language II Requirement		4
Upper Division Historical Period I**		3	Upper Division Expanding the Canon I^		3
Upper Division English Elective#		3	Upper Division Historical Period II**		3
Upper Division Elective		3	ENGL 3000 Literary Theory		3
<b>TOTAL</b>		<b><u>16</u></b>	<b>TOTAL</b>		<b><u>16</u></b>

## SENIOR YEAR

Fall Semester		Hrs	Spring Semester		Hrs
Foreign Language III Requirement		4	Upper Division Historical Period IV**		3
Upper Division Historical Period III**		3	ENGL 4999 Senior Seminar in English Studies	C3	3
Upper Division Expanding the Canon II^		3	Upper Division English Electives#		6
Upper Division English Elective#		3	Upper Division Electives		3
<b>TOTAL</b>		<b><u>13</u></b>	<b>TOTAL</b>		<b><u>15</u></b>
<b>TOTAL UW HOURS</b>					<b><u>60</u></b>
<b>TOTAL UW BA DEGREE HOURS</b>					<b><u>120</u></b>

### CWC Program Note:

\*English Electives-2000-2499. 3 credits may be from the following courses: LIBS 2280, THEA 2010, or THEA 2020. Consult with your advisor.

### UW Program Notes:

\*\* **Historical Period:** Take 4 of these 5. Transfer students may also apply up to 6 hours of English survey courses (ENGL 2425, 2430, 2435 or equivalent) for credit in historical period courses.

ENGL 3200	Medieval Literature	ENGL 3500	19th Century Literature
ENGL 3300	Shakespeare/Renaissance Literature	ENGL 3600	20th Century Literature
ENGL 3400	18th Century Literature		

#**English Electives:** Students can choose any English courses for credit in this category. One of the 3 must be in either Rhetoric & Composition or Creative Writing.

^ **Expanding the Canon:** Course options vary by semester, but may include American Indian literature, Mexican American literature, African American literature, postcolonial literature, feminist theory, disability studies, and queer theory. Consult with an advisor.

• At least 21 of the 36 credit hours in the major must be upper division.