Partnership agreement between

McLennan Community College

and

Waco ISD

2025-2028

Included:

1. Dual Credit
2. Pathways in Technology Early College High School
3. Data Sharing
4. College Prep Courses
5. Course Crosswalk, Dual Credit
6. Course(s) of Study, Dual Credit
7. Annual Notices
8. Signature Page

Dual Credit Partnership

I. Parties

This Dual Credit Partnership Agreement ("Agreement") is entered into between McLennan Community College ("MCC") and Waco Independent School District ("ISD") and is designed to allow high school students from the ISD to earn dual high school and college credit by enrolling in MCC credit courses.

II. Purpose and Background

In accordance with the rules and regulations of the Texas Higher Education Coordinating Board (THECB), MCC offers regular college credit courses in Core Curriculum, Foreign Language, Field of Study programs, and workforce education for dual credit high school students. If the ISD approves these college courses for dual credit, high school students meeting MCC admission requirements can enroll in these courses and receive college and high school credit simultaneously.

MCC and the ISD will work together in a spirit of cooperation to offer course sequences that accelerate post-secondary completion for students, support accountability measures at the school district, and promote completion of 15 semester credit hours for college funding purposes.

In order to ensure the quality of dual credit courses and to facilitate communication and understanding between the ISD and MCC, the following provisions are agreed to by MCC and the ISD where dual credit courses are offered.

III. Statewide Goals for Dual Credit

Pursuant to Texas House Bill 1638 (85th Legislature, 2017), MCC and the ISD set forth the following goals for dual credit programs in Texas, as prescribed by the Texas Higher Education Coordinating Board (THECB) and the Texas Education Agency (TEA).

1. GOAL 1: Create collaborative outreach efforts.

    a. The MCC dual credit program will collaborate with the ISD to provide information sessions for parents, students, and high school counselors addressing the potential benefits, risks, and costs of dual credit.
    b. MCC will provide online information regarding the dual credit program, including contact information, eligibility requirements, the enrollment process, cost data, and potential benefits/risks of dual credit coursework.
    c. MCC recruiters will collaborate with the ISD to provide additional assistance to students and families seeking information or assistance with enrolling at MCC.

2. GOAL 2: Improve transition to and acceleration through postsecondary education.

    a. The MCC dual credit program requires all new dual credit students to complete an online orientation to facilitate the transition to college coursework.
    b. The dual credit program will collaborate with the ISD to provide in-person or video conference orientation sessions upon request.
    c. The program has identified a Transfer Block of courses that transfer well to Texas public colleges to encourage selection of courses that will apply to a four-year degree.
    d. Dual credit students will be advised by MCC to enroll only in courses applicable to their selected degree plan.

3. GOAL 3: Provide college advising and student support services to promote success.

    a. The MCC dual credit program requires all students who select courses outside of the Transfer Block, who plan to attend a private or out-of-state institution, or who have goals other than an AA, AS, or bachelor's degree to meet with a college transfer advisor each semester prior to registration.
    b. All dual credit students will have access to drop-in college advising via regularly scheduled Zoom sessions, email, or by visiting the Dual Credit offices located on the first floor of the Michaelis Academic Center.
    c. All support services at MCC are available to dual credit students. Note that the College provides online and in-person tutoring, library instruction, and success coaching to promote student success.
    d. MCC and the ISD will collaborate to encourage dual credit students to make use of support services available at the College.

4. GOAL 4: Ensure quality and rigor of dual credit courses.

    a. MCC is committed to quality and rigor in its dual credit courses. As required by the THECB and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), the quality and rigor of dual credit courses shall be the same as courses taught at the college campus.
    b. Dual credit faculty, including faculty hired from the ISD, will meet the credentialing standards set by the THECB and SACSCOC.
    c. Oversight of dual credit faculty and course content will occur according to the same standards and processes employed on the MCC campus.

5. TOOLS: Identify tools to assist students and families with selecting endorsements and dual credit courses as well as navigating the college process.

    a. MCC will provide degree guides through the online Student Planning program as well as dual credit specific guides via the High School Programs website.
    b. The THECB provides the following tools.
        1) College for All Texans
        2) Exploring College Options

c. The TEA has made the following tools available to the public.
   1) Graduation Toolkit
   2) CTE Pathways
d. The Texas Workforce Commission provides tools to assist with career selection and education planning at https://twc.texas.gov/students.

Metrics associated with the state dual credit goals, such as students' future college enrollment and success, will be tracked by MCC's Office of Institutional Research and Effectiveness.

IV. Eligible Courses

1. College credit courses approved for MCC Dual Credit for a high school student must be foreign language, in the MCC core curriculum, in a state-approved Field of Study curriculum, or a course in the Workforce Education Course Manual applicable to an industry-recognized credential, certificate, or associate degree (WECM), [TAC 19, Part 1, Chapter 4, Subchapter D, §4.83, (10)(B)]

2. Continuing education courses approved for MCC Dual Credit for a high school student must be listed in the WECM, be eligible for conversion as articulated credit, and meet the institution's program or instructor accreditation standards. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.83, (3)(B)]

3. Courses approved for dual credit for a high school student must be applicable to a college certificate or degree.

4. High school students may not audit college credit courses at MCC.

5. High school students may not enroll in dual credit and early admission courses in the same MCC semester.

6. See Appendix A for the crosswalk of MCC courses accepted by the ISD with the corresponding high school course information. The ISD may add courses to be articulated for credit to the crosswalk by submitting an addendum to this agreement at any time during the academic year.

7. Each partner high school is expected to establish a sequence of dual credit courses that comprises the standard, anticipated schedule for participating students. The sequence should include a minimum of fifteen (15) semester credit hours. See Appendix B for course sequences and/or degree plans applicable to dual credit students from the ISD.

V. Student Eligibility

1. High school students must meet all eligibility requirements set forth in the THECB Rules.

2. Dual credit students must meet the testing and placement guidelines stipulated in the MCC catalog, the THECB rules, the Texas Education Code, and the Texas Administrative Code.

3. To be eligible for enrollment in a dual credit course offered by McLennan Community College, students must meet course prerequisite and corequisite requirements.

4. Eligible students may first enroll in dual credit courses in the fall semester of grade nine (9).

5. Eligibility for High School Pathways courses/programs ends six (6) weeks prior to high school graduation. High school seniors who elect to enroll in a minimester course immediately prior to high school graduation will enroll in the course using the process established for a non-dual credit student.

6. McLennan Community College requires that dual credit students enrolling in college credit courses:

    a. have the written approval of the high school principal or counselor, parent or guardian, and a Dual Credit specialist at MCC;

    b. complete the Dual Credit Orientation prior to first course registration and Title IX training prior to registration for the second semester.

7. To receive full admission into the dual credit program for college credit courses, the student must score as college ready on the TSIA or be exempted from the TSIA according to state guidelines. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85, (b)(1)]

    The following shall be exempted from TSIA requirements.

    a. Students enrolled in a certificate program with fewer than 42 semester credit hours are exempt from TSIA requirements.

        i. MCC **recommends** high school students score 945 on the TSI Assessment 2 ELAR multiple choice section before enrolling in a course contained in a certificate program.

    b. Students who provide evidence of exemplary SAT or ACT scores as defined by the state of Texas (see score chart).

    c. Students who complete ENGL 1301 and/or MATH 1314 with a grade of C or better will be considered TSIA complete for the specific subject area.

8. Students who do not qualify for full admission into the dual credit program for college credit courses may receive conditional admission.

a. Students conditionally admitted to the dual credit program may enroll in no more than fifteen (15) semester credit hours total. Students should plan to complete the requirements for full admission to the program prior to reaching the fifteen (15) hour limit.

b. Students conditionally admitted to the dual credit program will be designated as non-degree seeking in the MCC registration/advising system.

c. College readiness standards are not applicable to students designated as non-degree seeking.

d. Students seeking conditional admission to the dual credit program should meet criteria set by the school district.

9. Prospective high school students must complete the MCC admission process prior to registration. Students must also submit a recent Bacterial Meningitis Shot Record (within the past five (5) years) if scheduling a course on the MCC campus.

10. Each semester, prospective high school students must submit an MCC High School Pathways Schedule Request approved by the high school counselor or principal. The Schedule Request must be on file at MCC at the time of registration. The Schedule Request is available through the MCC High School Pathways online enrollment portal.

11. High school students may enroll in dual credit coursework offered through the MCC Continuing Education department (not college credit courses) provided the students satisfy the following.

    a. Meet requirements specified by the MCC Continuing Education department for the course.

    b. Follow the enrollment process employed by the MCC Continuing Education department.

12. Dual credit students with less than a 2.0 grade point average (GPA) in MCC college credit courses after completion of six (6) credit hours will be suspended from the college credit program. MCC enrollment may resume after completion of the high school diploma or upon approval by MCC of a dual credit suspension appeal.

    a. A dual credit suspension from the college credit program will not affect eligibility for the dual credit Continuing Education program unless required by ISD policy.

13. Dual credit students who have three (3) or more withdrawals on their college credit transcript will be suspended from the program. MCC enrollment may resume after completion of the high school diploma or upon approval by MCC of a dual credit

suspension appeal.

a. A dual credit suspension from the college credit program will not affect eligibility for the dual credit Continuing Education program unless required by ISD policy.

14. High school students taking MCC courses for dual credit will be treated as college students. It is expected that high school students taking MCC courses as dual credit will conduct themselves as college students. A collegiate classroom environment is expected. Controversial material may be addressed. The level of maturity of the high school student should be one of the criteria considered by high school officials prior to approving individuals for enrollment.

15. The awarding of high school credit for graduation and/or weighted grades on the high school transcript will be at the discretion and approval of the ISD.

VI. Financial Aid for Swift Transfer (FAST) and Dual Credit Costs

MCC participates in the FAST program, a state program for dual credit financial aid. MCC and the ISD agree to the following in support of the FAST program with the intent to accelerate college completion for economically disadvantaged dual credit students.

1. Students are eligible for benefits under the FAST program if they:
   a. are enrolled at a Texas public or charter school;
   b. are enrolled in an eligible dual credit course included in the annual dual credit agreement between MCC and the ISD; and
   c. were qualified for the national free/reduced-price lunch program in any of the four school years prior to the academic year in which they enroll in the dual credit course.

2. FAST-eligible students will incur no cost for eligible dual credit coursework.

3. Responsibility for dual credit costs will be assigned as follows.

   MCC
   a. MCC will waive dual credit tuition and fees for FAST-eligible students for college credit courses.
   b. MCC will waive dual credit tuition for FAST-eligible students for dual credit courses offered through the MCC Continuing Education department.
   c. Computers and Internet connection are provided for all MCC students in the MCC library and other publicly-accessible areas on campus. Devices may be available for check-out on a first-come, first-served basis. These resources are available for FAST-eligible dual credit students in need of such resources.

   ISD

a. The ISD will provide textbooks and/or required dual credit course materials for FAST-eligible students in the district.
b. The district will assume the cost of fees and other non-tuition course costs for dual credit courses offered through the MCC Continuing Education department.
c. ISDs may provide access to technology, including computers and Internet access, to FAST-eligible students at their discretion.

Student or ISD

a. For non-FAST eligible students, dual credit tuition, fees, textbooks, course materials, and/or computer/Internet access will be the responsibility of the student ***unless*** the ISD elects to cover the expenses for the non-FAST students.
b. Transportation to/from the MCC campus will be the responsibility of the ISD or the student for any dual credit student/course.
c. Meals for any dual credit student on the MCC campus will be the responsibility of the ISD or the student.

4. Dual Credit Semester Credit Hour Rate

a. MCC will adopt the maximum dual credit tuition rate set annually by the FAST program for all dual credit students.
    i. The maximum dual credit tuition rate is set by the state and is subject to adjustment each academic year.
    ii. The ISD will be notified annually of the dual credit tuition rate (Appendix C).

b. Non-FAST students will be assessed the following course fees for college credit courses: General Services fee, Facilities fee, and any required course fee, such as a lab fee.
    i. The ISD will be notified annually of the amount of the General Services fee and Facilities fee (see Appendix C).

c. Course fees for Continuing Education dual credit courses will vary depending on the course/program and may result in an amount higher than the dual credit per semester credit hour rate for college credit courses.

d. For purposes of the FAST program, for dual credit courses offered through the MCC Continuing Education department, 16 contact hours shall be considered the equivalent of 1 semester credit hour, or 1.6 continuing education units of instruction will equal 1 semester credit hour of instruction. [TAC 19, Part 1, Chapter 13, Subchapter Q, §13.501, (6)]

e. The non-FAST tuition/fee billing rate applies to non-FAST public/charter students, all private school students, and all homeschool students.

5. To ensure accurate and timely exchange of information necessary to allow FAST-eligible students to enroll in dual credit costs at no expense:

    a. The district/charter school will supply to MCC for all dual credit applicants the TSDS number and the expected eligibility for the FAST program based on qualification for the national free/reduced lunch program during the four academic years prior to the dual credit course enrollment.

    b. The district/charter school will provide to MCC the name and contact information for the person or office responsible for the FAST-eligible textbook/course material bill.

    c. The MCC Business Office will bill the district/charter school directly after the start of each semester for FAST-eligible textbook/course material costs assessed on the MCC student bill, to include IncludEd (inclusive access) textbook charges.

    d. The district/charter school will establish an account with the MCC bookstore or make other arrangements to supply textbooks/course materials not addressed on the MCC bill to FAST-eligible students.

    e. For dual credit courses offered through the MCC Continuing Education department, the standard enrollment/billing process will be followed with the addition of the student TSDS number to the enrollment materials. Billing may occur later than in previous years depending on the time required to determine FAST eligibility of students.

6. Early Admission Courses
   (college credit only; no high school credit awarded; no courses through MCC Continuing Education)

    a. Early admission courses will be billed at the dual credit tuition rate.

    b. All students will be responsible for the cost of textbooks, course materials, and technology needs for early admission courses.

    c. MCC will waive early admission tuition/standard fees for FAST-eligible students enrolled in the dual credit program.

7. Open Educational Resources

    a. MCC will consider the use of free or low-cost open educational resources for courses as may be deemed appropriate by the faculty member and MCC.

VII. Student Composition of Class

1. Dual credit courses will be composed of dual credit students only or of dual and college credit students.

VIII. Instructional Calendar

1. Both MCC and the ISD will maintain their own instructional calendars, to begin in August/September and continue through May/June.

2. Students who are enrolled in courses meeting on the MCC campus will be expected to attend classes even when the ISD is not in session. Issues of transportation will need to be addressed and resolved by the student and/or ISD. MCC will not be required to provide transportation.

3. Students enrolled in online dual credit courses will be expected to participate regardless of the ISD calendar.

4. In situations involving dual credit courses on a high school campus, schedule conflicts between the institutions, including ISD holidays and dates of state-mandated testing, will be resolved on a case-by-case basis, but in all instances the contact time for the college course will be maintained either by an additional course meeting or other solution acceptable to both MCC and the ISD.

IX. Faculty Selection, Supervision and Evaluation

1. As required by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), MCC controls all aspects of its educational programs. Each educational program for which academic credit is awarded is approved by the faculty and the administration. MCC will maintain qualified faculty who demonstrate the ability to deliver college-level course content with high quality and effectiveness.

2. In order to serve as an instructor of record at MCC, for freshman and sophomore level courses designed for transfer to a baccalaureate degree, faculty should have a minimum of a master's degree with at least 18 graduate hours in the discipline in which they are teaching. In appropriate areas, work experience, professional licensure, and certification are also considered. Degrees and graduate credit hours held by faculty members, whether full time or part-time, must have been earned at a U. S. regionally accredited institution. [SACSCOC, Principles of Accreditation, 3.7.1]

3. In order to serve as an instructor of record at MCC, for associate degree courses designed to prepare students specifically for employment in career and technical areas, instructors should have a minimum of three (3) years of experience in the field, appropriate certification or professional licensure, and educational background and credentials at the same level as or higher than the certificate or degree being awarded in the program. Degrees and graduate credit hours held by faculty members, whether full time or part-

time, must have been earned at a U. S. regionally accredited institution. [SACSCOC, Principles of Accreditation, 3.7.1]

4. ISD faculty hired by MCC to teach dual credit courses at the high school site will follow the same application and screening procedures as adjuncts hired to teach at the MCC campus. Employment will only be awarded after approval by the appropriate division or program chair.

5. MCC shall evaluate instructors of college courses offered for dual credit using the same or comparable procedures used for faculty teaching at the MCC campus. Faculty teaching courses for dual credit shall comply with MCC's standards of instruction and policies. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (e)(2)] [SACSCOC, Principles of Accreditation, 3.7.2]

   When such evaluations include classroom observation, the ISD will provide access to the classroom in question to the appropriate MCC personnel. The MCC personnel will be expected to comply with the standard ISD visitor screening process.

   MCC classroom observations of ISD faculty hired to teach dual credit courses at the high school are separate and distinct from observations made by the ISD for the purposes of district evaluation and employment. ISD observations will be conducted according to district policy with the understanding that 1) the college classroom should experience minimal disruption and 2) the course content, assessment methods, texts, and materials are approved by MCC and may not be altered at the discretion of the ISD.

6. The appropriate representatives of the MCC academic department will evaluate the performance of faculty teaching college courses offered as dual credit. Included in this evaluation will be a determination of how well the faculty member performs in achieving the desired learning outcomes. Additionally, the evaluation will include a review of performance on the items delineated in Section VI, item 9. The evaluation will be forwarded to the Vice President of Instruction for a decision regarding continued employment as an adjunct instructor for dual credit courses. In the event it is determined that a faculty member employed by the ISD will not be granted continued employment, the ISD will be informed in a timely manner. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (e)(2)] [SACSCOC, Principles of Accreditation, 3.7.2]

7. MCC will pay ISD faculty members hired to teach dual credit courses at the high school site in the same manner as other adjunct employees of MCC.

8. The MCC Division Chair of the program area oversees instructional content for college courses taught for dual credit. All course content, learning outcomes, and instructional objectives will be consistent with courses taught on the MCC campus. All instructors must have a syllabus that incorporates instructional objectives and intellectual competencies posted on the MCC website, by the MCC deadline.

9. Faculty teaching college courses for dual credit are expected to carry out the following:

    a. Teach assigned courses, with the same level of rigor of a regular college course, according to approved course syllabi and learning outcomes associated with course. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (f)]

    b. Provide each student with a syllabus/class outline that explains the expectations of the instructor, learning outcomes, attendance policy, cheating policy, and other information needed by the student (Examples: timelines, required class materials, outside assignments, course pre-requisites, etc.).

    c. Check student enrollment in the course. If a student's name does not appear on the MCC class roll, the student may not attend class. If a student's name does not appear, the student should be instructed to contact the MCC High School Pathways Office to complete the enrollment process.

    d. Arrive on time for classes or notify the High School Pathways Office and the high school as early as possible of an inability to meet a class.

    e. Submit an instructor absence form to the division director to document each absence.

    f. Maintain control of the class. If there is a discipline problem that requires immediate attention, contact the administrator in charge on that campus. Additionally, report any serious classroom discipline issues to the High School Pathways Office and the high school administrator. If there are violations of the MCC General Conduct Policy (E-VIII), you may contact the Associate Director, Accommodations and Title IX.

    g. Submit Textbook Request Forms to the appropriate academic department for each course taught every semester, by the MCC deadline.

    h. Keep class record books, lesson assignments, and other necessary materials or equipment available for substitute instructors.

    i. Submit all required class rosters, student grade reports, and required documentation, by MCC deadlines.

    j. Maintain accurate attendance records for all classes.

    k. Assign both an alphanumeric *and* numeric grade for each dual credit student.

    l. Maintain a copy of grade books for each dual credit class at the high school. If MCC personnel need to review grade books, the High School Pathways Program Director and/or the appropriate Division Chair will request and receive a copy at

that time. Detailed records should be saved for one (1) calendar year following the end of the course. If employment with MCC ends, records for the previous year should be submitted to the appropriate Division Chair.

m. Maintain a Brightspace course shell for each section taught, to include at minimum professor contact information, a course syllabus, grade book, and attendance records.

n. Check MCC email on a regular basis for information on deadlines, reporting, grades, etc. This is one form of official communication from the college.

o. Attend faculty meetings and other special meetings called by the High School Pathways Office, Division Chair, Dean of Arts and Sciences, Dean of Health Professions, Dean of Workforce & Public Service, Vice President of Instruction, or the President, when possible.

p. Direct students seeking accommodations for disabilities to the MCC Accommodations Coordinator for appropriate action. The instructor should not give opinions about disabilities or provide accommodations for disabilities prior to receiving appropriate direction from the MCC Accommodations Coordinator.

q. Provide the institution with an updated Curriculum Vitae, which includes educational history.

r. Keep the High School Pathways Office informed regarding matters affecting the welfare of students, faculty, and MCC.

s. Participate in evaluation procedures in relation to the above stated requirements under this agreement. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (e)(2)] [SACSCOC, Principles of Accreditation, 3.7.2]

10. The ISD shall perform criminal background checks as required by applicable law on all persons teaching dual credit courses.

11. As with all MCC instructors, faculty teaching courses offered for dual credit who are also employed by the ISD are subject to MCC policies, rules, and regulations. Faculty employed by the ISD will be required to meet the same teaching expectations as other faculty at MCC, expectations delineated in Section VIII, item 9.

12. Faculty teaching courses offered for dual credit who are also employed by the ISD will be required to participate in a minimum of four (4) hours per year of MCC professional development activities, activities such as MCC Professional Development Day, Dual Credit Faculty Seminar, and courses offered through the MCC Center for Instructional Design. For purposes of this agreement, the year shall run from the Fall semester through the end of the Summer 2 semester.

X. Location of Classes

1. Dual credit courses may be taught on the college campus or on the high school campus, or by distance education, including Internet delivery and/or blended courses. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (c)]

2. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught electronically, McLennan Community College complies with applicable rules and procedures for offering courses at a distance. In addition, dual credit courses taught electronically comply with the THECB's Principles of Good Practice for Courses Offered Electronically.

XI. Transcription of Credit

For dual credit courses, high school as well as college credit should be transcripted immediately upon a student's completion of the performance required in the course. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (h)]

XII. Academic Policies

1. All academic policies applicable to courses taught on MCC campuses shall apply to dual credit high school students enrolled in face-to-face campus, distance education, and courses, as outlined in the MCC policies and catalog. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (g)(1)]

2. Students violating MCC policies relating to academic integrity will be subject to the consequences described in the course syllabus and the relevant MCC policies. Such violations will also be reported to the ISD, but college policy and consequences will have precedence in these situations.

XIII. Student Services, College Credit Courses

1. Students taking college classes for dual credit may utilize the same services that are available to other MCC students. MCC is responsible for ensuring timely and efficient access to such services as academic advising, learning materials (e.g., library resources), and other services for which the student may be eligible. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (g)(2)]

2. Dual credit students are entitled to access online tutoring or face-to-face tutoring at no cost to the student.

3. Students seeking 504-type accommodations for dual credit courses will arrange for those services through the MCC Accommodations Coordinator in the Accommodations and

Title IX office. For details, please visit http://www.mclennan.edu/disability/ or email disabilities@mclennan.edu.

4. Dual credit students 17 years of age will have access to mental health counseling on the MCC campus with parental consent. Dual credit students 18 years or older will not require parental consent for counseling services through MCC. Requests for mental health counseling made by students younger than 17 will be referred to the respective school counselor or behavioral intervention specialist for mental health counseling.

5. One ISD employee per high school campus will be designated as a facilitator for dual credit students. The facilitator will maintain familiarity with MCC resources and services and assist in guiding dual credit students to those services.

6. College Advising and Degree Plans, College Credit Program:

    a. Academic advising for MCC dual credit courses, college credit, will be the responsibility of the High School Pathways Advisor, currently Ms. Abby Valenta. The High School Pathways Advisor may directly advise dual credit students or coordinate advising for students with other MCC academic advisors.

    b. The ISD counselor will be responsible for advising ISD students on the alignment between the college and ISD courses, for coordinating advising sessions with the MCC advisor, and for referring students to MCC academic advising when made aware a student's college plans may not align well with the ISD dual credit course plan. The counselor will also be responsible for academic advising for high school coursework, endorsements and high school graduation.

    c. Dual credit students are required by state regulation to file a degree plan with the college no later than the end of the regular semester following the semester in which the student earned a cumulative total of 15 or more semester credit hours. Students entering MCC's dual credit program with 15 or more semester credit hours must file a degree plan by the end of the student's first regular semester at MCC.

        All dual credit students will be designated as non-degree seeking upon admission to the program. To satisfy the state requirement:

        1) Programs of study will be updated as necessary following college advising meetings.
        2) Students who do not file a degree plan in accordance with state policy shall be notified the degree plan is required by law and will be required to meet with an MCC academic advisor in that same semester to select a degree plan.
        3) Students may not obtain an official transcript from MCC until the degree plan is filed.

d. Dual credit students who adhere to the MCC Transfer Block, detailed below, will be permitted to enroll without a mandatory college advising visit. However, students are encouraged to seek college advising each semester.

Dual Credit Transfer Block
Pre-approved dual credit courses for students seeking an AA, AS, or bachelor's degree from a Texas public institution.

- EDUC 1300
- Choose 1: ARTS 1301, DRAM 1310, MUSI 1306
- HIST 1301 and 1302
- Choose 1*: ECON 2301, PSYC 2301, SOCI 1301
- ENGL 1301 and 1302
- GOVT 2305 and 2306
- SPCH 1315

**Check college degree plan or seek college advising to determine best course for a specific degree plan.*

e. Dual credit students who request a course not included in the Transfer Block, who plan to attend a private or out-of-state institution, or who have plans other than completion of an AA, AS, or bachelor's degree should meet with an MCC advisor at least once per semester prior to registration:

1) to verify the correct degree plan/program of study has been registered at the college;
2) to ensure course selection is consistent with the selected degree plan; and
3) to discuss potential transition to a four-year institution of the student's selection.

f. Students will be advised for dual credit courses based on self-identified career and educational goals. Students should not enroll in courses not appropriate for those identified goals, particularly in courses unlikely to transfer to the student's intended future college.

g. MCC does not recommend students enroll in more than six (6) semester credit hours the first semester of dual credit.

h. MCC recommends that dual credit students with an MCC GPA below 2.5 reduce the MCC course load in order to focus on fewer courses with the goal of raising the overall college GPA.

i. High school counselors are encouraged to participate in advising sessions with their students.

j. Advising sessions may be scheduled on the high school campus, on the MCC campus, or online via video conference.

k. Advising notes will be maintained in the MCC system for each student for future reference.

l. Common terminology:

1) Applicable toward a degree: Refers to a course that will transfer to a school and apply toward a specific degree plan.
2) Core curriculum: A basic set of course options required of all students at a particular institution; commonly refers to the Texas state core curriculum.
3) Course transfer: Refers to whether or not a course will be accepted by another institution of higher education. It is possible for a course to transfer as an elective but not apply toward a specific degree plan.
4) Degree plan: A detailed set and sequence of courses leading to a specified degree in a major.
5) Maximum time frame: A government stipulation that financial aid will only pay for 150% of coursework toward a post-secondary credential. Dual credit coursework applies toward this limit.
6) Satisfactory progress: A government requirement that high school graduates maintain a 2.0 or higher GPA and complete 67% or more of attempted courses to remain eligible for state/federal financial aid. Dual credit coursework may impact this status after high school graduation.

XIV. Student Conduct

1. Dual credit students will be subject to the MCC General Conduct Policy (E-VIII) while on the MCC campus and/or while in attendance at MCC classes. Students may also be subject to ISD student conduct policies as determined by the ISD.

2. Failure to comply with the MCC General Conduct Policy (E-VIII) may result in dismissal of the student from MCC courses.

3. MCC and the partner ISD will cooperate in disciplinary issues to the extent possible. When not possible, each institution may impose separate student penalties according to its own policies and practices in matters related to discipline and academic integrity.

4. Disciplinary issues will be reported and addressed according to published college policy. ISD employees who are not also employed by MCC may contact the Associate Director, Accommodations and Title IX, or the High School Pathways office for guidance in reporting an issue.

5. The ISD will notify MCC of student behavioral issues that would impact a dual credit course, particularly in regards to matters concerning student safety. Please refer to section XXVIII Campus Assessment Response and Evaluation (C.A.R.E.) for *safety* purposes.

6. In the event ISD disciplinary measures prevent a dual credit student from attending an MCC course, the student, ISD, and MCC will consult regarding possible outcomes. If the student's absences will exceed 25% of course meetings, and if no satisfactory alternative can be found, the student will be withdrawn from the MCC course for disciplinary reasons.

7. In the event a conduct or academic-integrity-related visit to the high school is needed, the ISD will facilitate a meeting between the student(s) in question and the appropriate MCC personnel. The MCC personnel will be expected to comply with the standard ISD visitor screening process.

XV. Course Curriculum, Instruction, and Grading

1. The MCC Division Chair of the program area oversees instructional content for college courses taught for dual credit.

2. MCC shall ensure that a college course offered for dual credit at the high school and the corresponding course offered at the College are equivalent with respect to the curriculum, contact hours, course maximum, materials, instruction, and method/rigor of evaluation of student performance, regardless of student composition of the class. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (f)]

3. All MCC instructors must have a syllabus on file which incorporates the policy and procedure for learning outcomes, grading policies, and disability services.

4. Instructors shall follow MCC grading policies for awarding college credit.

5. Faculty will participate in providing information for the assessment of student learning outcomes as required by the Southern Association of Colleges and Schools Commission on Colleges. This includes, but is not limited to, the submission of summary scores/data where such information is needed for evaluating departmental success and the submission of student work for secondary evaluation by the division to ensure that relevant learning outcomes are achieved in any given course.

XVI. Grade Reports, College Credit Courses

1. MCC will provide final grade reports for dual credit students each semester following the conclusion of the final exam period.
2. Grades may be reported via an unofficial college transcript that provides information regarding courses, letter and numeric grades, and cumulative GPA ***or*** by delivery of a report summarizing grades for each high school.
3. A minimum of two progress reports will be provided by MCC during each fall and spring semester for dual credit students. Reports will be sent to the high school counselor or designated dual credit contact for the ISD.

a. Grade reports are compiled through an automated process that queries the Brightspace gradebook for each course. Grade reports may not be accurate for certain students/courses if course assignments are in process of being graded.
b. MCC recommends that high school counselors complete an academic wellness check with any student identified as having a low course grade to verify student status in a course.

XVII. Transfer of Courses

McLennan Community College is fully accredited by the SACSCOC, and basic academic, general education courses are readily transferable to other public institutions of higher education in Texas. However, since each college has its own policy regarding the transferability of courses, students are strongly advised to check with the college they plan to attend after high school, other than MCC, in order to determine the transferability of MCC courses.

CTE/Workforce education courses are not designed for transfer beyond the community college level. However, programs exist at some universities that allow these courses to be applied directly to baccalaureate degree requirements. Students are encouraged to check with prospective universities concerning programs such as the BAAS, BAT, and other similar programs.

Dual credit courses offered through the MCC Continuing Education department are not expected to transfer to another institution of higher education.

XVIII. Academic Regulations, College Credit Courses

1. An MCC class minimum of fifteen (15) students is deemed necessary for a dual credit-only course section. Any exceptions will be approved by the Vice President of Instruction.

2. MCC courses offered as dual credit, regardless of where they are taught, follow the same college calendar, syllabus requirements, course outline, grading procedure, and other instructional and evaluative policies and procedures. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (g)(1)]

3. The Texas Education Code and SACSCOC do not allow for outside influence on college grading systems.

4. Letter grades are given in accordance with policies printed in the college catalog. Whenever possible, numerical grades will be provided to the high school counselor by the High School Pathways Office. Dual credit grades will be provided to the ISD each semester the week following final exams.

5. In the event of a grade dispute, the MCC policy for grade appeals will be followed. Please see the MCC catalog and/or the *Highlander Guide*.

6. Per MCC policy, students who do not participate in a course by the census date will be dropped from the course by the professor.

7. Dual credit students may withdraw from a course and receive a grade of "W" at any time during the semester on/prior to the MCC official withdrawal deadline specified in the College Calendar located in the class schedule or catalog. After the MCC official withdrawal deadline, dual credit students will follow published MCC policy in regards to withdrawing from courses and the grade recorded for such courses. It is the student's responsibility to officially withdraw from a course or verify that the instructor initiated the withdrawal procedure.

XIX. Attendance and Funding

1. Students enrolled in college credit courses will follow current MCC attendance policies. Attendance will be taken at MCC based on the published College Attendance Policy.

2. State funding for college courses offered for dual credit will be available to both the ISD and MCC based upon current funding rules of the State Board of Education and the Texas Higher Education Coordinating Board. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (i)(1)]

XX. Classroom Facilities and Technology

1. The ISD agrees to provide MCC faculty and dual credit high school students with the facilities and technology necessary to support a college learning environment.

2. The high school or ISD will ensure MCC faculty and the dual credit students have access on ISD devices and through ISD Internet service to MCC email, Brightspace, Zoom, MyMCC, the MCC Library, and other software programs approved by MCC for campus-wide use.

3. Dual credit students regularly need access to devices capable of running online exam monitoring programs and devices and/or Internet access unrestricted by the ISD internet filter. In addition, some courses may require audio or video recording capability. Such access is vital for academic integrity measures, Internet-based course materials, research, and course projects. Student resources are available on the MCC campus to fulfill such needs should the student choose to implement them.

4. MCC recommends the ISD assign students enrolled in online dual credit courses to a computer lab with a facilitator for at least one class period per day.

XXI. Data Sharing

Student records transferred between MCC and the ISD shall remain the sole property of the institution that created the records. Data that is transferred must be used consistent with the

Family Educational Rights and Privacy Act (FERPA), HIPAA, and ISD and MCC policies and procedures for managing student education records and other confidential information.

The Parties expressly understand that MCC and the ISD are subject to the requirements of the Texas Public Information Act. In the event that any student records must be released pursuant to state or federal law, as determined by a court or administrative agency with jurisdiction over the matter, the Parties shall continue to treat a confidential any student records received or created under this Agreement except to the extent specifically required by the court or administrative order. The Parties shall mark as "CONFIDENTIAL" all records that are released.

Additional details related to data sharing are specified in a separate, data sharing section of this agreement.

XXII. Indemnity and Liability

1. To the extent allowed by Texas law, the ISD does hereby agree to defend, indemnify, and hold harmless MCC, its Board of Trustees, agents, employees, and representatives, from and against any and all causes of action, claims, liabilities, debts, or judgments arising from or related to: (1) the actions or omissions of ISD instructors provided under this Agreement; or (2) the actions or omissions of any employee, agent, instructor, or anyone else acting on behalf of the ISD in the performance of this Agreement.

2. To the extent permitted by applicable law, the ISD assumes all liability related to or arising from the acts and/or omissions of its employees, contractors, agents, or representatives related to this Agreement or the dual credit program.

XXIII. Force Majeure

Neither Party hereto will be liable or responsible to the other for any loss or damage, or for any delays or failure to perform (other than the performance of payment obligations), due to causes beyond either Party's reasonable control, including but not limited to acts of God; flood; fire; earthquake; explosion; order, requisition, or necessity of the government; war, invasion or hostilities (whether war is declared or not); terrorist threats or acts, riot, or other civil unrest; regional or national emergency; revolution; insurrection; epidemic or pandemic; lock-outs, strikes or other labor disputes (whether or not relating to either Party's workforce); restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials; telecommunication breakdown or power outage; and/or any other circumstances of like character. Should performance of any obligation (other than any payment obligations) created under this Agreement become illegal, impossible, impracticable, not reasonably possible, or if a Party is otherwise prevented or hindered from complying by a force majeure incident as described in this section or any other cause not enumerated herein but which is beyond the reasonable control of the Party whose performance is affected, then the performance of any such obligation is suspended during the period of, and only to the extent of, such prevention or hindrance, provided the affected Party provides reasonable notice as soon as practicable (within 45 days) following an event of force majeure and exercised all reasonable diligence to remove

the cause of force majeure.

XXIV. **Miscellaneous**

1. Both parties agree to have a spirit of cooperation and to endeavor to provide a positive collegiate-level experience for those high school students with the maturity and academic preparation to be successful in college-level courses.

2. All policies and requirements set forth herein are subject to the THECB Rules, and, in the event of conflict, the THECB Rules govern and apply. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85, (i)(2)]

3. This Agreement may only be modified in writing signed by both parties.

4. This Agreement will become effective on the date the last party executes it and will remain in effect until either party decides to terminate same. Either party may terminate this Agreement without cause by giving the other party notice in writing at least thirty (30) days before the beginning of the first day of the MCC semester or ISD semester, whichever is earlier.

5. Nothing herein shall waive the parties' immunity to suit or liability as established by applicable law.

6. The parties to this Agreement are not in a joint venture, partnership, or otherwise.

7. This Agreement shall be governed by the laws of Texas.

8. All parties to this Agreement agree to abide by and comply with all applicable laws regarding student privacy including, but not limited to, FERPA.

9. Notwithstanding anything to the contrary in this agreement, MCC acknowledges, stipulates and agrees that nothing in this agreement shall be construed as a waiver of any defenses available to the ISD under applicable law, including, without limitation, any statutory or governmental immunity from suit and liability.

10. MCC is aware and acknowledges that the ISD (a public entity) is subject to constitutional and statutory limitations on its ability to enter into certain terms and conditions of the agreement, which may include those terms and conditions relating to: liens on the school property; disclaimers and limitations of warranties; disclaimers and limitations of liability for damages; waivers, disclaimers, and limitations on legal rights, remedies, requirements, and processes; limitations of time in which to bring legal action; granting control of litigation or settlement to another party; liability for acts or omissions of third parties; payment of attorney's fees; dispute resolution; indemnities; and confidential information. Terms and conditions relating to these limitations will only be binding on the school to the extent permitted by the constitution and the laws of the state of Texas.

11. The signatures below indicate and represent that the governing boards of both MCC and ISD have approved this Agreement.

XXV. Other Agreements with the ISD

This agreement does not apply to other agreements between MCC and the ISD.

XXVI. Accommodations/Disabilities

Dual credit students who qualify for accommodations in order to have proper access to meet course requirements due to a documented disability should contact MCC Accommodations and Title IX office as soon as possible. Dual credit students are required to complete the process for requesting accommodations. This includes completing the registration form in MyMCC, submitting documentation for the diagnosed disability, and attending an interactive meeting with the MCC Accommodations Coordinator. When granted, accommodations will be made viewable to students and faculty. Faculty may review accommodations by accessing their roster via MyMCC, and students may review their accommodations under the Student Accommodations tab in MyMCC. The student should then communicate with instructors regarding granted accommodations. Instructors are not required to provide classroom accommodations to students until appropriate verification from MCC Accommodations Coordinator has been provided. Note that accommodations may differ between the high school and college. For additional information, please visit mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should call, email, or visit the office:

disabilities@mclennan.edu
254-299-8122
Student Services Center Room 319

MCC policies related to accommodations will apply to students enrolled in dual credit courses. In appropriate circumstances, MCC and the ISD may collaborate to provide accommodations to dual credit students.

XXVII. Title IX

MCC cares about student safety and values an environment where students and instructors can successfully teach and learn together. Individuals who would like to report an incident of sex/gender-based discrimination or sexual harassment are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Claudette Jackson (Director, Accommodations and Title IX) at (254) 299-8465. Individuals also may contact the MCC Police Department at (254) 299-8911.

The MCC Student Counseling Center is a confidential resource for students. Individuals who wish to speak with a confidential resource may contact the Student Counseling Center by calling (254) 299-8210. Note: Disclosures by students under 18 years old may be subject to mandated reporting requirements related to minors' safety and/or releases to parents/guardians.

McLennan's Title IX webpage (http://www.mclennan.edu/titleix/) contains more information about definitions, reporting, confidentiality, resources, responsible employees, and pregnant/parenting rights.

Faculty who teach dual credit students whether at the MCC campus or at the high school are considered responsible employees and are required by state law and MCC policy to report Title IX situations immediately to the Title IX Coordinator at titleix@mclennan.edu

In the event a Title IX-related visit to the high school is needed, the ISD will facilitate a meeting between the student(s) in question and the appropriate MCC personnel. The MCC personnel will be expected to comply with the standard ISD visitor screening process.

XXVIII. Campus Assessment Response and Evaluation (C.A.R.E.)

The mission and purpose of C.A.R.E. at MCC is to promote the overall safety of its students and college community and will address situations in which a student may be of harm to self or others. C.A.R.E. will reach out to students of concern to assess the level of risk stratification in order to triage appropriately by: developing strategies for reducing various risk(s), implementing strategies, and monitoring the student's circumstances to ensure safety for both students and MCC campus as needed.

In the event that a dual credit student is referred to C.A.R.E. by an ISD employee due to concerns of safety, MCC C.A.R.E. shall:

a) Contact the dual credit student to introduce program and explain the role of a C.A.R.E. Case Manager, what to expect (including privacy to the extent possible), and information about eligibility and length of services.
b) C.A.R.E. Case Manager will screen and assess concerns and will;
c) Work with the dual credit partner to determine appropriate actions and support the dual credit partner as necessary and needed to ensure students safety and that of the MCC campus community.

In the event that a dual credit student is referred to C.A.R.E. by an MCC employee due to concerns of harm-to-self or others, MCC C.A.R.E. shall:

d) Contact Educational Partnerships to determine the dual credit partner point of contact.
e) Contact the dual credit partner point of contact and inform them of the student of concern and related concerns.
f) Work with the dual credit partner to determine appropriate actions, and support the dual credit partner as necessary and needed to ensure students safety and that of the MCC campus community.

McLennan's C.A.R.E. Team webpage (https://www.mclennan.edu/care/) contains further information about its mission and purpose, team members, and instruction on when and how to refer students, what to look for, and what to do if you have concerns about a student's ability to keep themselves and others safe. To refer a student or discuss concerns, the C.A.R.E. Case Manager, Lacey Fitch-Ondracek, can be reach by phone at (254) 299-8204 or by email at lfitch-ondracek@mclennan.edu.

In the event a C.A.R.E. related visit to the high school is needed, the ISD will facilitate a meeting between the student(s) in question and the appropriate MCC personnel. The MCC personnel will be expected to comply with the standard ISD visitor screening process.

XXIX. Non-Discrimination

Neither McLennan Community College nor the ISD will discriminate against any individual regardless of race, color, religion, national or ethnic origin, gender, disability, age, veteran status, genetic information, sexual orientation, gender identity, pregnancy, or other legally protected category in its educational programs, activities, or employment as required by Title VI or Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Educational Amendments Act of 1972, and the Age Discrimination Act of 1978.

The following staff member is designated to handle inquiries regarding nondiscrimination policies: Dr. Claudette Jackson, Director, Accommodations and Title IX, 1400 College Drive, 254-299-8645, titleix@mclennan.edu.

Pathways in Technology Early College High School Partnership

CREATION OF THE P-TECH

This document is executed as a Memorandum of Understanding (MOU) between McLennan County Junior College District, an Institute of Higher Education (herein referred to as MCC) , and the Waco Independent School District (herein referred to as ISD), a local public school, which are both located in McLennan County, Texas. It has been developed for the support of the Waco Early College High School as a Pathways in Technology Early College High School (P-TECH) under the auspices of the Texas Education Agency (TEA) Early College High School Designation pursuant to the authority granted in compliance with section 29.551-557 of the Texas Education Code.

WHEREAS, the purpose of this agreement is to outline the collaboration of the parties, as listed above, in support of the P-TECH.

WHEREAS, the parties to this MOU desire a Pathways in Technology Early College High School and seek to provide for enrollment in college courses by the P-TECH students in accordance with the Texas Higher Education Coordinating Board (THECB) Rules, as codified under Title 19, Part 1, Chapter 4, Subchapter G of the Texas Administrative Code;

WHEREAS, both the ISD and MCC are willing and able to facilitate development of this program to benefit underserved students;

WHEREAS: MCC and the ISD are authorized by state law to establish and enter into agreements for P-TECH programs;

NOW, THEREFORE, the parties to this MOU mutually agree to the following:

Purpose

This school, serving grades 9-12, will offer traditionally underserved students (at-risk, economically disadvantaged students, students who are English language learners, and first generation college students) an opportunity to complete a high school diploma and earn up to 60 credit hours toward an Associate degree. While attending the P-TECH, these students will develop a commitment to learning, a capacity for critical thinking, an understanding of their future role as community leaders, and the academic and technical skills necessary to achieve success in these and other arenas. Students graduating from the P-TECH will enter post-secondary education and/or training with significant advanced standing.

Principles

A. To establish a mutually beneficial partnership between MCC and the ISD that allows a flexible and creative response to the missions and organizational/fiscal needs of both institutions.
B. To collaborate in the planning, implementation, and continuous improvement of Pathways in Technology Early College High School programs, including provision for faculty, staff, and administration.
C. To provide rigorous college readiness and early college credit courses.
D. To collaborate financially to address costs of both partners and assist each in obtaining necessary funds from local, state, federal and private/foundation sources to operate the program successfully and without student fees.

E. To assure that classes and activities of the P-TECH on the MCC campus will occur with students integrated on an age-appropriate basis in accordance with college readiness guidelines established by the Texas Higher Education Coordinating Board and the Texas Education Code.
F. To share use of facilities including classrooms, labs, offices and libraries in ways that reduce operating costs and promote collaboration of students, faculty, staff, and community members in program success.
G. To promote student success through participation in college visits and in academic and admission procedures, including advisement, registration procedures, assessment and placement procedures, at MCC. In addition, weekend, Saturday, or summer programs and activities, and extracurricular activities may be offered by the ISD, MCC, or both. Students will gain access to the MCC facilities by way of their MCC student ID cards.
H. To ensure the selection of students based on the intent of the program, a selection that will reflect the diversity of the student populations identified.

Term

Subject to the approval of the Program application by TEA, any additional approvals that may be required from the THECB, and annual approval as required by law or by TEA or THECB, the term of this MOU shall commence upon the date that the second of the Parties has signed this MOU ("Commencement Date") and shall expire on July 31, 2028 ("Expiration Date"). Notwithstanding the foregoing, both Parties acknowledge and agree that a condition precedent to a Party's signing the MOU is approval of the Agreement by that Party's governing board. The time period between the Commencement Date and the Expiration Date shall be referred to as ("Initial Term"). Upon mutual written agreement by the Parties and approval as may be required by the Parties' governing boards, TEA, and THECB, this MOU may be extended for a one-year renewal term ("Renewal Term"). As used in this MOU, the term ("Term") shall mean the Initial Term, or such shorter period of time in the event of termination of this MOU at any time on notice by either party as set forth on page 7 below.

Governance

A. The Early College High School established under this agreement will be governed by state and federal laws and regulations, as well as ISD, and college policies and requirements. The ISD shall apply to the Texas Education Agency for the establishment and continued approval of a P-TECH designation.

B. A Steering Committee comprised of representatives of MCC and the ISD, and co-chaired by the MCC President and the ISD Superintendent, shall meet once per semester, or as mutually agreed to by both parties, to evaluate instructional and programmatic activities, identify problems, issues and challenges that arise, and make recommendations regarding more effective coordination and collaboration. The Steering Committee shall make reports, at least annually, to their respective boards.

C. An Advisory Committee will be created for the purpose of establishing local, state, and national partnerships, to leverage opportunities for fund development, innovative projects, and overall sustainability. The advisory committee shall meet at least twice annually and shall consist of representatives from MCC, the ISD, local and regional communities.

The Advisory committee and all other subcommittees established under this entity will report as needed and as requested to the Steering Committee.

D. The P-TECH Director/Principal (chief administrative officer of the P-TECH) will be appointed by the Superintendent of the ISD. The Director will be an employee of the ISD. The ISD will be responsible for payment of benefits, if any, to the Director, and the Director shall not be entitled to receive employee benefits from the MCC including, but not limited to, unemployment compensation, workers' compensation, health insurance and retirement benefits. The ISD assumes full responsibility for workers' compensation insurance and for payment of all federal, state and local taxes or contributions, including, but not limited to, unemployment insurance, Medicare and income taxes with respect to the Director. Should the school Director position become vacant and the need to appoint a new Director arise, following all ISD Human Resources Policies and Procedures, MCC will have the opportunity to be represented on the Director search committee and take part in the deliberations. The ISD agrees to assign the Director as soon as a qualified candidate is identified and hired. An adequate number of faculty for high school credit-only courses, counselor(s), clerical staff, and any other high school personnel that may be necessary, will be the responsibility of the ISD.

E. This Agreement does not create a partnership or a joint venture between the parties hereto, nor does it authorize either party to serve as the legal representative or agent of the other. Neither party will have any right or authority to assume, create, or incur any liability or any obligation of any kind, expressed or implied, against or in the name of or on behalf of the other party.

Location

The Pathways in Technology Early College High School will offer courses at the P-TECH campus for ISD students served in 9th and 10th grades. P-TECH courses for 11th and 12th grades will be held at the MCC campus as appropriate. Approved locations and delivery models can include:

- P-TECH site
- MCC campus
- Internet Delivery, including hybrid

Subchapter B, Chapter 39

The P-TECH shall comply with State Board of Education rules regarding administration of the assessment instruments as required by Subchapter B, Chapter 39 and shall adopt a policy that requires a student's performance on an end-of-course assessment instrument for a course listed in this subsection in which the student is enrolled to account for 15 percent of the student's final grade for the course. In addition, the P-TECH will administer the Texas Success Initiative college placement exam to all incoming ninth (9th) graders to assess college readiness and to enable students to begin college courses based on their performance as soon as students are able and willing.

P-TECH students will be required to participate in the appropriate end-of-course assessment instruments for secondary-level courses in Algebra I, biology, English I, English II, and United States history as specified in Texas Education Code 39. 023. Early College High School students will be required to participate in Algebra I EOC in grade 8; English Language Arts I EOC and Biology EOC in grade 9; and English Language Arts II EOC and United States History EOC in grade 10.

Grading Periods and Policies

P-TECH students classified as freshmen and sophomores will be enrolled in coursework at the P-TECH campus. P-TECH students classified as juniors and seniors will receive course instruction at the MCC campus, as appropriate.

Grading periods and policies for high school courses will be governed by ISD high school policies and procedures. All grades will be recorded in a numerical format or other format approved by the ISD. ISD Grade Point Average (GPA) policies will remain in place for the P-TECH students. P-TECH course grades are weighted for Grade Point Average purposes as specified by the ISD. All grading practices and policies are defined in the P-TECH Student and Parent Handbook.

Grading periods and policies for college credit courses will be under the authority of the College. MCC grading practices are on a semester rotation. The Course Catalog, syllabi and policies at MCC will determine the grading practices. Grades for college credit coursework will be provided to the P-TECH each semester the week following final exams.

Eligible Courses

8. Courses approved for dual credit for a P-TECH student must be applicable to a college certificate or degree.

Student Eligibility

1. Eligibility requirements specified in the dual credit portion of this agreement will apply unless specifically noted in this document.

Courses of Study

Courses of study have been developed to allow the implementation of rigorous academic standards. See Appendix B for the courses of study developed for the ISD.

Curriculum Alignment

Curriculum alignment will be assured through completed grade level based crosswalks or matrices that delineate which P-TECH courses may be taken for college credit. The crosswalks will be reviewed annually by MCC and the P-TECH.

See Appendix A for the detailed course crosswalk.

Instructional Materials

Instructional materials for high school courses will be under the authority of the ISD and the P-TECH. Instructional materials will be provided that align with approved PEIMS courses as specified by the Texas Education Code, the High School curriculum and teacher syllabi.

Students enrolled in MCC courses will use instructional materials adopted by MCC. The P-TECH will be responsible for purchasing appropriate materials, including college textbooks, for students enrolled in college credit courses. P-TECH faculty teaching college credit courses as MCC adjunct faculty may select their own instructional materials if permitted by the policies of the MCC department/division.

To the extent possible, MCC will coordinate with the ISD to reduce college textbook costs through use over multiple semesters and/or the use of low-cost open educational resources.

Financial Responsibility

As specified in the dual credit portion of this agreement, MCC participates in the state Financial Aid for Swift Transfer (FAST) program and abides by its policies and procedures. The following ECHS financial responsibilities are spelled out in accordance with those policies as well as the state requirements for a P-TECH partnership.

P-TECH students will not have financial responsibility for tuition, fees, textbooks, or transportation costs associated with the program.

The P-TECH will be responsible for the following for all students: course textbooks; course materials; day to day costs, such as transportation to and from the MCC campus.

MCC will waive dual credit tuition and fees for FAST-eligible P-TECH students, whose status will be determined by the student's eligibility for the national free/reduced lunch program over the four-year period prior to the dual credit enrollment.

The P-TECH will be responsible for tuition and fees for students who are not FAST eligible. Such students will be assessed the tuition rate set by the FAST program plus relevant fees; billing will be directed to the ISD.

P-TECH Enrollment, Attendance, and Conduct

Students are eligible to enroll in the P-TECH after they have filled out all necessary application forms, including parental support forms. The ISD will select students through a blind scoring of each application according to the application rubric. All students enrolled in high school courses will be expected to follow current ISD attendance policies. Attendance records will be taken for all courses offered at the P-TECH campus. Students will also be expected to adhere to the ISD code of conduct.

Students enrolled in college credit courses will follow current MCC attendance policies. Attendance will be taken at MCC based on the College Attendance Policy, published online in the MCC General Catalog. Students will be expected to adhere to the General Conduct policy of the college, also published online in the MCC General Catalog.

Building a College Culture

The P-TECH and MCC will establish a learning community that blends high school and college, instilling a college-going culture among participating students. P-TECH students will:

- develop a four-year high school graduation plan and post-secondary plan;
- participate in high school credit classes and college credit classes for which students receive both high school and college credit; and
- participate in an advisory program which provides college campus orientation, academic counseling, college and career planning and additional student counseling.

Professional Development

Professional Development of the P-TECH staff will be on-going**,** and will be provided through a selected Campus Improvement Team. The MCC liaison will meet with the Team to identify any challenges and make recommendations to the Principal for effective coordination, collaboration and continued development of the P-TECH. P-TECH faculty teaching college credit courses will be expected to participate in professional development activities offered by MCC, a minimum of 4 hours per academic year, which may include Professional Development Day, the annual Dual Credit Seminar, general faculty meetings, and division meetings. Professional development of MCC faculty will be addressed by MCC.

MCC will endeavor to provide professional development opportunities that will promote interaction between P-TECH , MCC faculty and advisors.

Procedures for Collecting and Sharing Data

Student data will be collected at the P-TECH facility in accordance with state regulations and ISD data collection procedures. All student data will be disaggregated from the High School general population. Student data to be shared with MCC will include, but is not limited to, demographic and academic information, including TSI readiness by grade level, SAT/ACT and PSAT scores, number of hours taken and credits earned, GPA's, results of State assessments, and any other data necessary to assess program effectiveness in accordance with the Family Education Rights and Privacy Act.

The Parties agree to maintain the records of all students in accordance with all applicable federal, state, and local laws. In accordance with the Family Education Rights and Privacy Act ("FERPA") (20 U.S.C. §1232g) and ISD Board Policy, all records relating to students which are generated or maintained by either party shall be considered education records in accordance with applicable laws and policies. All parties shall maintain the confidentiality of these and all education records in accordance with all applicable state, federal and local laws and regulations, including FERPA. For purposes of this agreement, each party designates the other party as its agent with legitimate educational interest in the students' educational records for purposes of FERPA.

Records related to teacher qualifications will be maintained by the ISD and MCC in accordance with current institutional policies related to privacy and recordkeeping. ISD teachers applying for adjunct faculty positions with MCC will submit appropriate paperwork directly to MCC.

Evaluation

The ISD and MCC will develop a plan for the evaluation of the P-TECH program to be completed each year that will include, but not be limited to, attendance and retention rates, GPA of high school-credit only courses and college courses, satisfactory progress in college courses, and adequate progress toward the college-readiness of the students in the program.

Additional Requirements--Dual Credit at MCC

Given that a P-TECH program is a specialized form of dual credit, the MCC policies regarding dual credit will also apply to P-TECH students from the ISD unless noted otherwise in the P-TECH portion of the agreement.

A separate section of this agreement details the dual credit agreement between MCC and the ISD, covering both P-TECH students (except as noted above) and traditional dual credit students from the ISD.

Severability

If any clause or provision of this agreement is determined to be illegal, invalid, or unenforceable under present or future laws effective during the term of this agreement, including any renewals, then in that event it is the intent of the parties hereto that the remainder of this agreement shall not be affected thereby, and it is also the intent of the parties to this agreement that in lieu of each clause or provision of this agreement that is illegal, invalid or unenforceable, there be added as part of this agreement a clause or provision as similar in terms to such illegal, invalid or unenforceable clause or provision as may be possible and be legal, valid and enforceable.

Termination

This agreement and partnership may be terminated by either party upon ninety (90) days written notice to the other party. In the event of termination during the initial term of this agreement, the effective date of termination shall be as of June 30 following the notice. It is the intent of both parties that no termination shall be made during the middle of the school year which will disrupt the academic progress for the students of the P-TECH, unless the parties mutually agree.

Provision for Discontinuation

Discontinuation of the P-TECH program will only be allowed at the end of a grade level cohort, or when a cohort graduates. Discontinuation of the program will provide for the support of students enrolled in the program to ensure proper planning for graduation, and meet all the required elements of the program until complete discontinuation of the program.

Data Sharing Agreement

Section 1.0 Parties

This Data Sharing Agreement for Dual Credit Partnership is entered into by and between McLennan Community College ("MCC") and Waco ISD ("ISD"). At times, MCC and the ISD are referred to individually as "Party" and collectively as "Parties."

The Contact Information for MCC is:

Dr. Londa Carriveau
Director, Educational Partnerships
1400 College Drive
Waco, TX 76708
lcarriveau@mclennan.edu

The Contact Information for the ISD is:

Dr. Tiffany Spicer
Superintendent
Waco ISD
PO Box 27
Waco, TX 76703-0027
Tiffany.spicer@wacoisd.org

Section 2.0 Term of Agreement

The term of this Agreement begins upon execution by the last party to sign and ends on July 31, 2028, unless terminated earlier by the Parties. The Parties may extend the term of this Agreement by an amendment signed by the Parties.

Section 3.0 Background and Purpose

The purpose of this Agreement is to document the rights and obligations of the Parties pursuant to the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g and its implementing regulations, 34 C.F.R. Part 99, in order to protect the privacy of students' education records and afford parents and eligible students (i.e., students who are 18 years of age or older or attend an institution of postsecondary education) the right to access student records.

Section 4.0 Data

For the purpose of this Agreement, the definitions of "directory information," "education records," and "personally identifiable information" are set out in 34 C.F.R. § 99.3. The Parties agree and represent that the information shared under this Agreement is narrowly tailored to meet the applicable exceptions set out in Section 5.0, below.

The Parties agree that MCC will share the following data with the ISD.

1. An unofficial transcript at the end of each semester for each dual credit student enrolled from the ISD.
2. A minimum of two progress reports per semester for dual credit students.
3. Attendance data for students from the ISD enrolled in dual credit-only sections, as requested by the ISD.

4. Enrollment data for students from the ISD, including course schedule, registration holds, or other impediments to successful registration in a dual credit course at MCC.
5. Identification of students identified as eligible for the Financial Aid for Swift Transfer (FAST) program by the state of Texas.
6. Notifications of student disciplinary or academic integrity issues that would interfere with participation in the dual credit program.

The Parties agree that the ISD will share the following data with MCC.

1. A current high school transcript for each dual credit student upon application for admission to the dual credit program and one updated transcript per academic year thereafter while the student remains active in the dual credit program.
2. SAT, ACT, PSAT, Plan, STAAR EOC, or other test scores that may exempt or waive students from the requirement to test as college ready on the TSI Assessment exam.
3. The TSDS number for each dual credit applicant and/or other student identifiers required by the state of Texas to verify student eligibility for the state FAST program.
4. Identification of dual credit applicants reported to TEA as economically disadvantaged, as indicated by free/reduced lunch status, within the four-year period prior to this agreement.
5. Current record of bacterial meningitis vaccination for students enrolling in courses on the MCC campus.
6. Notifications of student disciplinary actions or other issues that would prohibit the student from participating in an ongoing dual credit course.
7. At the end of each spring semester, names and contact information for the high school juniors in the top 20% of their class, who will be recognized with an MCC academic scholarship.
8. If free TSIA preparation is provided to students of the district by MCC, the district will provide to MCC de-identified data showing pre- and post-test results for participating students.

Section 5.0 Applicable FERPA Provisions

5.01 MCC obtained written consent to exchange student records with the ISD. (§99.30)

The Dual Credit Schedule Request form completed and signed by the student each semester includes a notice that the student signature authorizes exchange of educational records between MCC and the student's high school. Copies of completed Schedule Request forms are maintained in the student's MCC digital record.

5.02 The exchange of student education records between MCC and the ISD also falls under an exception to the FERPA written consent rule. (§99.31)

"The disclosure is to officials of another institution of postsecondary education where the student seeks or intends to enroll or where the student is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer." (AACRAO 2012 FERPA Guide, pp. 16-17).

Section 6.0 FERPA Confidentiality and Data Governance Provisions

The Parties agree to comply with the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the implementing federal regulations, 34 C.F.R. Part 99. Each Party agrees to protect with reasonable data security procedures any confidential student information it receives or accesses that could make a student's identity traceable. Each Party agrees that the data shall be treated as FERPA-confidential and in accordance with this Agreement regardless of which Party possesses the data.

The Parties are authorized to use data obtained under this agreement for the purposes of student enrollment, transcription of college and/or high school course credit, and assessment of MCC high school GPA-based scholarship awards.

Section 7.0 General Terms Applicable to All Access

a. The Parties each individually and collectively represent that under all terms of this Agreement the disclosure of education records is for an education purpose and the access is narrowly tailored to permit disclosure of PII and education records only as essential to carry out the terms of the dual credit and scholarship programs.
b. Each Party agrees individually that it and its employees and authorized representatives who access information pursuant to this Agreement will use the information only for the purpose(s) expressly authorized under the Agreement and shall not use or disclose the information for any other purpose except by written amendment to this Agreement. This Agreement further expressly prohibits "unauthorized look-ups."
c. Each Party individually agrees to allow access to PII only to those individuals employed by the ISD with a need to know.
d. The Parties represent that they will ensure that each individual who is able to access PII is expressly informed of the limitations on the right to access and use the PII. The Parties represent that they will immediately terminate access to PII and have the right to discipline any authorized representative who fails to comply with this Agreement or otherwise violates FERPA.
e. The Parties represent that they will not redisclose any data or PII governed by this agreement without express permission from the party that provided the original data.

Section 8.0 Breach

Any breach of this Agreement leading to unlawful disclosure of education records or PII that is covered under 20 U.S.C. § 1232g and its implementing regulations in 34 C.F.R. Part 99 constitutes a material breach of this Agreement and constitutes cause for immediate termination by MCC.

Section 9.0 Termination

Either party may terminate this agreement without cause upon fifteen (15)-days written notice. Any unlawful disclosure of information covered by the Agreement, including by data security incident or breach, shall constitute a break of this Agreement and cause for any party to immediately terminate the Agreement, as set out in Section 9.0. Any duty of confidentiality as to FERPA-protected information at any time subject to the Agreement shall survive this Agreement notwithstanding termination of this Agreement.

Section 10.0 Amendment

This Agreement may be modified only by written amendment executed by the Parties hereto. No amendment shall be effective except upon final signature of all parties. This Agreement, and executed amendments hereto, constitutes the final and exclusive agreement of the Parties.

College Preparatory Mathematics and English Language Arts Courses

McLennan Community College partners with local school districts for College Preparatory courses through agreements with third party vendors. The college has signed an MOU with Texas College Bridge and thereby supports compliance with House Bill 5 in this manner. School districts wishing to utilize the Texas College Bridge program for this purpose should contact the program at texascollegebridge.org to request a partnership contract for the district.

Student scores and/or completion certificates from the Texas College Bridge program may be delivered digitally to the College to be utilized to determine readiness for college courses and to determine appropriate placement. TSIA scores are not necessary to determine college readiness for students who complete the Texas College Bridge program successfully and satisfy the requirements detailed in the Texas Administrative Code.

- The student will be exempt related to the content area of the Texas College Bridge certificate for a period of 24 months from the date of high school graduation.
- The student will enroll in the first college-level course in the exempted content area in the student's first year of enrollment at MCC.
  (TAC, Title 19, Part 1, Chapter 4, Subchapter C, Rule §4.54)

School districts that adopt a course from a provider approved by the Texas Education Agency, other than Texas College Bridge, should contact Dr. Londa Carriveau (lcarriveau@mclennan.edu) to request MCC evaluate the provider/course for potential inclusion in the College Prep portion of this partnership agreement.

Appendix A: Course Crosswalk for Waco ISD

The chart below is a complete list of courses accepted as dual credit by the District with the corresponding high school course information. The District may add courses to be articulated for credit by submitting an amendment to this agreement during the academic year.

COLLEGE CREDIT
Agreement Type: Dual Credit, ECHS

Tracks: Transfer Block (dual credit); AA, General Academics; AA-Field of Study in Business Administration

ACCT 2301	Principles of Financial Accounting	Business Administration, Field of Study	13016800 Financial Analysis	1	Business & Industry
ACCT 2302	Principles of Managerial Accounting	Business Administration, Field of Study	13016700 Accounting II	1	Business & Industry
ARTS 1301	Art Appreciation	Core	03500110 Art Appreciation	1	Arts & Humanities
ARTS 1303	Art History I	Core	03500110 Art I or 03500200 Art II	1	Arts & Humanities
ARTS 1304	Art History II	Core	03500200 Art II or 03500300 Art III or 03500400 Art IV	1	Arts & Humanities
BCIS 1305	Business Computer Applications	Core	13011400 Business Information Management I	1	Business & Industry
BIOL 1322	Nutrition & Diet Therapy	Nursing, Field of Study	13024500 Lifetime Nutrition and Wellness	0.5	Public Services
BIOL 1406	Biology for Science Majors	Core	13037200 Scientific Research & Design (A)*^	0.5	STEM
BIOL 1407	Biology for Science Majors II	Core	13037200 Scientific Research & Design (B)*^	0.5	STEM
BIOL 1408	Biology for Non-Science Majors I	Core	13037200 Scientific Research & Design (A)*^	0.5	STEM

BIOL 1409	Biology for Non-Science Majors II	Core	13037200 Scientific Research & Design (B)*^	0.5	STEM
BIOL 1413	General Zoology	Core	03060300 or 03060310 Specialized Topics in Science (First or Second Time Taken)	0.5	Multidisciplinary, STEM
BIOL 2401	Anatomy and Physiology I	Core	13020600 Anatomy & Physiology (A)	0.5	STEM and Public Services
BIOL 2402	Anatomy and Physiology II	Core	13020600 Anatomy & Physiology (B)	0.5	STEM and Public Services
BIOL 2404	Anatomy and Physiology (specialized)	Core	13020600 Anatomy & Physiology or IHE11200 Science, Institution of Higher Education Endorsed	1	Public Service OR STEM
BIOL 2420	Microbiology for Non-Science Majors	Core	13020700 Medical Microbiology	1	STEM and Public Services
BUSI 1301	Survey of Business	Business Administration, Field of Study	13011800 Global Business	0.5	Business & Industry
CDEC 1393	Special Topics in Early Childhoold Education and Teaching	Educational Aide II, Level 1 Certificate	13014400 Instructional Practices, Semester A	1	Public Service
CDEC 1319	Child Guidance	Educational Aide II, Level 1 Certificate	13014400 Instructional Practices, Semester B	1	Public Service
CDEC 2386	Internship-Child Development	Educational Aide II, Level 1 Certificate	13014500 Practicum in Educational and Training, Semester A	1	Public Service
CHEM 1405	Chemistry for Non-Science Majors	Core	03040000 Chemistry or 13037201 Scientific Research & Design I*^	1	STEM
CHEM 1411	General Chemistry I	Core	03040000 Chemistry (A) or 13037201 Scientific Research & Design I (A)*^	0.5	STEM
CHEM 1412	General Chemistry II	Core	03040000 Chemistry (B) or 13037201 Scientific Research & Design I (B)*^	0.5	STEM

COMM 1307	Intro to Mass Communication	Core	03241401 Contemporary Media	1	Foundation
CRIJ 1301	Intro to Criminal Justice	Core; Criminal Justice, Field of Study	13029300 Law Enforcement I	1	Public Services
CRIJ 1306	Court Systems and Practices	Criminal Justice, Field of Study	13029600 Court Systems & Practices	1	Public Services
CRIJ 1310	Fundamentals of Criminal Law	Criminal Justice, Field of Study	13028900 Federal Law Enforcement and Protective Services	1	Public Services
CRIJ 1313	Juvenile Justice System	Criminal Justice, Field of Study-Directed Elective	13030100 Practicum in Law, Public Safety, Corrections and Security	2	Public Services
CRIJ 2313	Correctional Systems and Practices	Criminal Justice, Field of Study	13029700 Correctional Services	1	Public Services
CRIJ 2314	Criminal Investigations	Criminal Justice, Field of Study-Directed Elective	13029550 Criminal Investigations	1	Public Services
CRIJ 2328	Police Systems and Practices	Criminal Justice, Field of Study	13029400 Law Enforcement II	1	Public Services
DRAM 1310	Introduction to Theater	Core	03250100 Theater I	1	Arts & Humanities
ECON 2301	Principles of Macroeconomics	Core	03310300 Economics with Emphasis on the Free Enterprise System	0.5	Multidisciplinary
ECON 2302	Principles of Microeconomics	Core	03310301 Economics Adv. Studies	0.5	Arts & Humanities
EDUC 1300	Learning Frameworks	Core	N1290050 College Transition	0.5	Foundation

EDUC 1301	Introduction to the Teaching Profession	AA, Education Field of Study; Educational Aide II, level 1 certificate	13014500 Practicum in Education and Training I A **NOTE:** 2025-2026 only; grade 12 students	1	Public Services
EDUC 1301	Introduction to the Teaching Profession	AA, Education Field of Study; Educational Aide II, level 1 certificate	Principles of Education and Training, 13014200	1	Public Services
EDUC 2301	Introduction to Special Populations	AA, Education Field of Study; Educational Aide II, level 1 certificate	13024700 Child Development, Semester A	0.5	Public Services
EMSP 1160	Clinical - EMT	Paramedicine, Level 1 Certificate	13030100 Practicum in Law, Public Safety, Corrections, and Security	1	Public Services
EMSP 1173	EMS Agility & Fitness	Paramedicine, Level 1 Certificate	PES00052 Foundations of Personal Fitness or; PES00053 Adventure/Outdoor Education or; PES00054 Aerobic Activities or; PES00055 Individual or Team Sports	0.5	Foundation
EMSP 1501	Emergency Medical Technician	Paramedicine, Level 1 Certificate	N1303015 Emergency Medical Technician, Basic	0.5	Public Services
EMSP 2271	Simulation in Respiratory Care	Paramedicine, Level 1 Certificate	12701500 Problem Based Research or; 12701510 Problem Based Research or; 1201520 Problem Based Research	1	Public Services

ENGL 1301	Composition I	Core	03220400 English IV (A)	0.5	Multidisciplinary
ENGL 1301	Composition I	Core	03220300 English III (A)	0.5	Multidisciplinary
ENGL 1302	Composition II	Core	03220400 English IV (B)	0.5	Multidisciplinary
ENGL 1302	Composition II	Core	03220300 English III (B)	0.5	Multidisciplinary
ENGL 2311	Technical & Business Writing	Core	03221100 Research & Technical Writing	1	Multidisciplinary
ENGL 2321	British Lit (I & II combined)	Core	03221800 Independent Study English I*	1	Multidisciplinary
ENGL 2322	British Literature I	Core	03221800 Independent Study English I	1	Multidisciplinary
ENGL 2326	American Lit (I &II combined)	Core	03220400 English IV	1	Multidisciplinary
ENGL 2328	American Literature II	Core	03221600 Humanities	1	Multidisciplinary
ENVR 1101	Environmental Science I, Lab	Core	03020000 Environmental Systems	Local 1	STEM
ENVR 1102	Environmental Science II, Lecture	Core	03060300 or 03060310 Specialized Topics in Science (First or Second Time Taken)	Local - 1	N/A
ENVR 1301	Environmental Science I, Lecture	Core	03020000 Environmental Systems	1	STEM
ENVR 1302	Environmental Science II, Lab	Core	03060300 or 03060310 Specialized Topics in Science (First or Second Time Taken)	1	Multidisciplinary, STEM
GEOL 1401	Earth Science Lecture and Lab	Core	03060200 Earth & Space Science or IHE11200 Science, Institution of Higher Education Endorsed	1	STEM
GEOL 1403	Physical Geology (Lect & Lab)	Core	03060200 Earth & Space Science or IHE11200 Science, Institution of Higher Education Endorsed	1	STEM
GOVT 2305	Federal Government	Core	03330100 US Government	0.5	Multidisciplinary
GOVT 2306	Texas Government	Core	03380002 Special Topics in Social Studies I	0.5	Arts & Humanities and Multidisciplinary

HIST 1301	United States History I	Core	03340100 US History A	0.5	Multidisciplinary
HIST 1302	United States History II	Core	03340100 US History B	0.5	Multidisciplinary
HIST 2321	World Civilizations I	Core	03340400 World History Studies (A)	0.5	Arts & Humanities and Multidisciplinary
HIST 2322	World Civilizations II	Core	03340400 World History Studies (A)	0.5	Arts & Humanities and Multidisciplinary
HPRS 1206	Essentials to Medical Terminology	Nursing, Field of Study-MCC Elective	13020300 Medical Terminology	1	Public Service
HUMA 1301	Introduction to Humanities I	Core	03221600 Humanities	1	Foundation
MATH 1314	College Algebra	Core	03101100 Pre-Calculus (A) or 03102500 Independent Study In Mathematics I (A)*	1	STEM
MATH 1316	Plane Trigonometry	Core	03101100 Pre-Calculus (B) or 03102500 Independent Study In Mathematics I (B)*	1	STEM
MATH 1324	Math for Business and Social Science	Core	13018000 Financial Mathematics	1	Foundation
MATH 1325	Calculus for Business and Social Science	Core	IHE11100 Mathematics, Institution of Higher Education Endorsed	1	STEM
MATH 1332	Contemporary Mathematics	Core	03102510 Advanced Quantitative Reasoning	1	STEM
MATH 1342	Elementary Statistical Methods	Core	03102530 Statistics	1	Foundation
MATH 1350	Mathematics for Teachers I	AA, Education Field of Study	03102500 Independent Study in Math I (A)*	0.5	Public Service
MATH 1351	Mathematics for Teachers II	AA, Education Field of Study	03102500 Independent Study in Math I (B)*	0.5	Public Service
MATH 2412	Pre-Calculus Mathematics	Core	IHE11100 Mathematics, Institution of Higher Education Endorsed	1	STEM

MATH 2413	Calculus I	Core	IHE11100 Mathematics, Institution of Higher Education Endorsed (A)	0.5	STEM
MATH 2414	Calculus II	Core	IHE11100 Mathematics, Institution of Higher Education Endorsed (B)	0.5	STEM
MUSI 1306	Music Appreciation	Core	03155600 Music Appreciation	1	Arts & Humanities
MUSI 1307	Music Literature	Core	03156400 Music Studies, Music and Media Communications I	1	Arts & Humanities
MUSI 1310	American Music	Core	03155700 Music Studies, Music Appreciation II	1	Arts & Humanities
PHIL 1301	Introduction to Philosophy	Core	03380002 Special Topics in Social Studies I*	0.5	Arts & Humanities and Multidisciplinary
PHYS 1401	College Physics I	Core	03050000 Physics (A) or Scientific Research and Design (A)*^	0.5	STEM
PHYS 1402	College Physics II	Core	03050000 Physics (B) or Scientific Research and Design (B)*^	0.5	STEM
PHYS 2425	University Physics I	Core	IHE11200 Science, Institution of Higher Education Endorsed~	1	STEM
PSYC 2301	General Psychology	Core	03350100 Psychology	0.5	Arts & Humanities
PSYC 2314	Lifespan Growth & Development	Core	13014300 Human Growth & Development	1	Public Service
PSYC 2319	Social Psychology	Core	03380002 Special Topics in Social Studies I*	0.5	Arts & Humanities and Multidisciplinary
SGNL 1401	Beginning ASL I	AAS, Interpreter Training; foreign language	03980100 ASL I	1	Arts & Humanities and Multidisciplinary

SGNL 1402	Beginning ASL II	AAS, Interpreter Training; foreign language	03980200 ASL II	1	Arts & Humanities and Multidisciplinary
SGNL 2301	Intermediate ASL I	AAS, Interpreter Training; foreign language	03980300 ASL III	1	Arts & Humanities and Multidisciplinary
SGNL 2302	Intermediate ASL II	AAS, Interpreter Training; foreign language	03980400 ASL IV	1	Arts & Humanities and Multidisciplinary
SOCI 1301	Introduction to Sociology	Core	03370100 Sociology	0.5	Arts & Humanities
SOCI 2336	Criminology	Core	N1303012 Forensic Psychology	1	Public Services
SPCH 1311	Introduction to Speech Communication	Core	03241400 Communication Applications	0.5	Foundation
SPCH 1315	Public Speaking	Core	03240900 Public Speaking I	1	Foundation
SPCH 1318	Interpersonal Communication	Core	03241200 Independent Study in Speech I*	1	Foundation
SPCH 1321	Business & Professional Communication	Core	13009900 Professional Communications	0.5	Foundation
TECA 1354	Child Growth & Development	Core; AA, Educational Field of Study; Educational Aide II, level 1 certificate	13024700 Child Development, Semester B	0.5	Public Services

APPENDIX B – COURSE(S) OF STUDY

The degree tracks identified below represent the most common credentials sought by the students from the ISD. Students seeking other credentials will select a program and its accompanying degree guide in consultation with an MCC advisor.

The district may not have approved all of the following courses for dual credit. In such cases, students may complete the remaining coursework after high school graduation to earn the indicated credential.

Courses of study are unofficial guides subject to change. Students seeking to complete an MCC credential should meet with an MCC academic advisor to confirm course choices.

Sequences offered: Transfer Block; AA, General Academics; AA, Teaching, Path to Tarleton; AA, Teaching, Path to Texas Tech; Paramedicine, Level 1 Certificate; AA, Field of Study in Business Administration; AA, Field of Study in Criminal Justice; Educational Aide II, Level 1 Certificate

Transfer Block (non-degree seeking); AA, General Academics

HS Grade	Fall	Spring	Summer
9			
10			
11	HIST 1301	HIST 1302	
12	ENGL 1301 GOVT 2305	ENGL 1302 ECON 2301	
Notes:			

AA, General Academics

HS Grade	Fall	Spring	Summer
9	• EDUC 1300	• Choose 1: ARTS 1301, MUSI 1306, DRAM 1310	
10	• HIST 1301 • SPCH 1315	• HIST 1302 • GOVT 2306	• Elective
11	• ENGL 1301 • GOVT 2305 • MATH	• ENGL 1302 • Elective • Choose 1: ECON 2301, PSYC 2301, SOCI 1301	• ENGL Literature
12	• Science • Elective • Elective	• Science • Elective • Elective	
Notes:	All courses must be in the MCC core curriculum. Select courses with the guidance of an MCC advisor, considering the future degree plan.		

AA, Field of Study in Education (EC-6), Tarleton

HS Grade	Fall	Spring	Summer
9	EDUC 1300	EDUC 1301	
10	HIST 1301 EDUC 2301	HIST 1302 TECA 1354*	GOVT 2306
11	ENGL 1301 GOVT 2305 MATH 1314	ENGL 1302 ECON 2301* MATH 1350	ENGL 2XXX (literature)
12	BIOL 1408 MATH 1351 SPCH 1315	GEOL 1401 SOCI 1301 Choose 1: ARTS 1301, MUSI 1306, DRAM 1310	
Notes:	Please see official degree guide for criteria for admission to Tarleton's education program. Students may also complete PHYS 1404 and CHEM 1405 at MCC to apply to the Tarleton degree. **Directed elective*		

AA, Field of Study in Education

4-8 Core Subject Area (ELAR), Texas Tech

HS Grade	Fall	Spring	Summer
9	EDUC 1300	EDUC 1301	
10	HIST 1301 EDUC 2301	HIST 1302 MUSI 1306*	GOVT 2306
11	ENGL 1301 GOVT 2305 MATH 1314	ENGL 1302 PSYC 2301 MATH 1350	ENGL 2311
12	BIOL 1408* MATH 1351 SPCH 1315	GEOL 1403 PHYS 1404 ENGL 2341	
Notes:	•Please see official degree guide for criteria for admission to Texas Tech's education program. •Students may also complete ENGL 2307 at MCC to apply the Texas Tech degree. •Students should take high school foreign language or prepare for Texas Tech language requirement in another way. **Directed elective*		

AA, Field of Study in Business Administration

HS Grade	Fall	Spring	Summer
9	• EDUC 1300	• Choose 1: ARTS 1301, MUSI 1306, DRAM 1310	
10	• HIST 1301 • SPCH 1315	• HIST 1302 • GOVT 2306	• BUSI 1301

11	• ENGL 1301 • GOVT 2305 • MATH 1324	• ENGL 1302 • ECON 2301 • Directed Elective	• ENGL 2XXX (literature) • BCIS 1305
12	• Science • ECON 2302 • ACCT 2301	• Science • ACCT 2302 • Directed Elective	
Notes:			

AA, Field of Study in Criminal Justice

HS Grade	Fall	Spring	Summer
9	EDUC 1300	ARTS 1301	
10	HIST 1301 SPCH 1315	HIST 1302 GOVT 2306	CRIJ 1301
11	ENGL 1301 GOVT 2305 CRIJ 1306	ENGL 1302 CRIJ 1310 MATH	ENGL 2XXX (literature)
12	Science CRIJ 2313 Directed Elective	Science CRIJ 2328 Directed Elective	
Notes:			

Educational Aide II, Level 1 Certificate

HS Grade	Fall	Spring	Summer
9	EDUC 1300	EDUC 1301	
10	EDUC 2301	TECA 1354	
11	CDEC 1393	CDEC 1319	
12	CDEC 2386		
Notes:			

Paramedicine, Level 1 Certificate

HS Grade	Fall	Spring	Summer
9			
10			
11	EDUC 1300 HPRS 1206	BIOL 2404	
12	EMSP 1501	EMSP 1160 EMSP 2271 EMSP 1173	
Notes:	Please review the program handout for specific program requirements.		

APPENDIX C – Annual NOTICES 2025-2026

Semester Credit Hour Rate, Dual Credit

MCC will adopt the maximum dual credit tuition rate set annually by the FAST program for all dual credit students.

a. The maximum dual credit tuition rate is set by the state and **is subject to adjustment each academic year**.
b. Non-FAST dual credit students will also be assessed the MCC general services fee, the facilities fee, and any mandatory course fees.
c. The state-approved FAST tuition rate for 2025-2026 is $58.52 per semester credit hour.

The semester credit hour rate for dual credit courses for 2025-2026 will be calculated as follows.

Tuition	$55 per semester credit hour*
General Services/Facilities Fees	$16 per semester credit hour
Required Course Fees	Varies
Total	$71 per semester credit hour plus required course fees

**Although the FAST tuition rate has been approved at $58.52/SCH, MCC will continue the $55/SCH rate for the 2025-2026 academic year due to the current, statewide freeze on higher education tuition.*

SIGNATURE PAGE

2025-2028 Partnership Agreement
McLennan Community College and Waco ISD

Term of Agreement

The term of this agreement shall be three years, all portions excepting Appendix C, the annual notices section, which will be updated each academic year. In the event of a change in dual credit policy or regulations, the agreement shall be updated and renewed prior to the end of the three-year period.

_____ _____

Superintendent Date

Dr. Tiffany Spicer
Printed Name

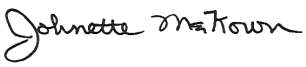
On behalf of Waco Independent School District

_____ _____

Dr. Johnette McKown Date
President
McLennan Community College

Signature:

Email: tiffany.spicer@wacoisd.org

Signature: 

Email: jmckown@mclennan.edu

Waco ISD MOU 25-28 Agreement

Final Audit Report 2025-05-16

Created:	2025-04-29
By:	Brenda Price (bprice@mclennan.edu)
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