

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE UNIVERSITY OF WYOMING  
AND  
LARAMIE COUNTY COMMUNITY COLLEGE**

1. **Parties.** This Memorandum of Understanding (hereinafter "MOU") is made and entered into by and between the University of Wyoming (hereinafter "University") and Laramie County Community College (hereinafter "Institution"), whose address is 1400 E. College Drive, Cheyenne, WY 82007.
2. **Purpose.** This MOU provides students who have earned the associates degree, as described below, from the Institution, the opportunity to complete a bachelors degree at the University. By this MOU CC and UW express a shared commitment to increasing opportunities for student access to and success in higher education.
3. **Term.** This MOU shall commence upon the start of the 2015 Academic Year and shall remain in full force and effect for five years, subject to an annual review by both parties. If during the annual review, both parties agree that this MOU needs to be amended, amendments will be made to the MOU in accordance with Section (9)(A) below.
4. **Termination.** Either party can terminate this MOU without cause, upon one (1) year prior written notice. Both parties agree that, should either party desire to terminate this MOU, students currently enrolled prior to the termination date and who remain continuously enrolled will be allowed to complete the program as articulated.
5. **Responsibilities of the University of Wyoming:**
  - A. Any Institution student who has earned an Associate of Arts degree with coursework that adheres to the guidelines within this MOU is guaranteed that the University will:
    - i. Apply the relevant general education credits;
    - ii. Accept designated major related credits;
    - iii. Give the student University class standing consistent with the articulated curriculum herein and in a manner consistent with the University students already enrolled in the Bachelor of Arts degree.
    - iv. Apply the same academic progress and graduation standards to Institution transfer students as are applicable to University students already in enrolled in the College in the same catalog year.
    - v. Provide transfer students from the Institution with access to financial aid, scholarships, and student services on a similar basis as other similarly situated University students.
  - B. Additional Program Specific responsibilities are outlined in Exhibit A, which is hereby incorporated into this MOU.

**6. Responsibilities of Institution:**

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

B. Additional Program Specific responsibilities are outlined in Exhibit A, which is hereby incorporated into this MOU.

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

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

**9. General Provisions**

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

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

benefits, promotions, demotions, transfers, and all other terms and conditions of employment.

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

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

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

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

**To University:**

Kenneth Smith

Department Chair, Communication/Journalism  
University of Wyoming

**To Institution:**

J.L. O'Brien

Instructor of Multimedia  
LCCC

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

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

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

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

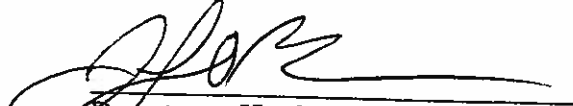
to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right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

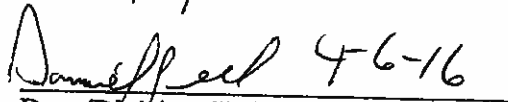
**J. Legal Authority.** Each party to this MOU warrants that it possesses the legal authority to enter into this MOU and that it has taken all actions required by its regulations, procedures, bylaws, and/or applicable law to exercise that authority, and to lawfully authorize its undersigned signatory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

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

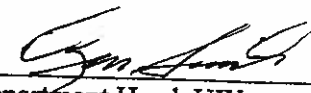
**RECOMMENDED BY:**

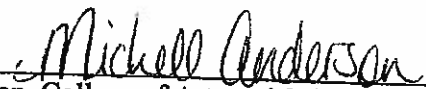
**Institution**

  
\_\_\_\_\_  
Department Head, LCCC  
Date: 3/29/16

  
\_\_\_\_\_  
Dean/Division Chair, LCCC  
Date:

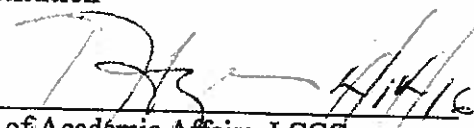
**University of Wyoming**

  
\_\_\_\_\_  
Department Head, UW  
Date: 02/10/2016

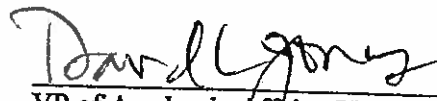
  
\_\_\_\_\_  
Dean, College of Arts and Science, UW  
Date: 02-15-16

**APPROVED BY:**

**Institution**

  
\_\_\_\_\_  
VP of Academic Affairs, LCCC  
Date:

**University of Wyoming**

  
\_\_\_\_\_  
VP of Academic Affairs, UW  
Date: 2/17/16

# Mass Media, AA

## Laramie County Community College

### FRESHMAN

Fall Semester		Hrs	Spring Semester		Hrs		
MMMM	1000	Introduction to Mass Media	3	MMMM	1370	Publications Production I	3
MMMM	1111	Journalistic Writing	3	MMMM	2100	Reporting & News Writing	3
		College Seminar Course (CS)	3	MMMM	2400	Introduction to Photography	3
ENGL	1010	English Composition (CW)	3			Cultural Awareness Course (CA)	3
MATH	1010	Problem Solving	3	COM	2010	Public Speaking (CV)	3
		or MATH 1400 or higher (QR)					
<b>TOTAL</b>			<b><u>15</u></b>	<b>TOTAL</b>			<b><u>15</u></b>



LARAMIE COUNTY  
COMMUNITY COLLEGE

### SOPHOMORE

Fall Semester		Hrs	Spring Semester		Hrs		
MMMM	1375	Publications Production II	3	MMMM	2320	Advanced Desktop Publishing	3
MMMM	2310	Desktop Publishing	3	MMMM	2408	Digital Photography	3
		Aesthetic Analysis Course (AA)	3			Faculty Approved MMMM/INET Elect	3
		Lab Science Course (LAB)	4			Faculty Approved Elective	1-3
		US/Wyoming Constitutions Course (WY)	3	STAT	2070	Intro Stats for Social Science (STEM)	4
<b>TOTAL</b>			<b><u>16</u></b>	<b>TOTAL</b>			<b><u>14-16</u></b>
<b>TOTAL</b>			<b><u>16</u></b>	<b>TOTAL DEGREE HOURS</b>			<b><u>60-62</u></b>

#### Transfer Recommendations and Notes:

Note: The attached Degree Plan makes the following assumptions:

1. Students will complete the A.A. Degree and will complete at least one transferable COJO lower-division elective as part of that degree.
2. If the US Diversity (ASD) and the Global Awareness (ASG) are taken as part of the AA degree, the student may substitute any elective as part of the UW Degree Plan.
3. The COM 3 course is in the department. For Communication Majors, it is COJO 3010.
4. The Degree Plan is for the BA Degree only.

# Journalism, BA

University of Wyoming

## JUNIOR

Fall Semester			Hrs	Spring Semester			Hrs
COJO	3070	Communication Research	3	COJO	3530	Online Journalism	3
COJO	2100	Reporting & News Writing	3	COJO	3000+	Major Elective	3
COJO	3000+	Journalism Elective*	3			Human Culture (H) Outside the Major	3
		1st Semester Language	4			2nd Semester Language	4
		Upper Division Elective	3	COJO	3000+	Journalism Elective*	3
<b>TOTAL</b>			<b>16</b>	<b>TOTAL</b>			<b>16</b>



## SENIOR

Fall Semester			Hrs	Spring Semester			Hrs
		U.S. Diversity (ASD)	3			Global Awareness (ASG)	3
COJO	4500	Mass Media Law	3	COJO	3000+	Major Elective	3
COJO	3000+	Journalism Elective*	3			Human Culture (H) Outside the Major	3
COJO	3000+	Communication 3 (COM 3)	3	COJO	3480	Internship	3
		Upper Division Elective	3			Upper Division Elective	3
<b>TOTAL</b>			<b>15</b>	<b>TOTAL</b>			<b>15</b>
<b>TOTAL DEGREE HOURS</b>							<b>122-124</b>

### Transfer Recommendations and Notes:

\*Journalism Electives include COJO 3100 Public Affairs Reporting, 4100 Investigative Reporting, 4110 Feature Writing, 4120 News Editing, 3000 History of American Journalism, 3470 History of Documentary Film, 3520 Comm Tech & Society, 3550 Political Communication, 4000 News Making Process, 4020 Mass Media & Society, 4230 Special Topics in the Mass Media, 4233 Race, Gender & Ethnicity in the Media, 4600 Mass Media Ethics, 4800 Media Management, 3300 Advertising, 3310 Public Relations, 4300 Advertising Campaigns, 4310 Public Relations Techniques, 2400 Photography, 3170 Broadcast Journalism, 3200 Graphics, 4200 Visual Communication, 4270 Advanced TV Production, 4280 Digital Audio Storytelling, 4400 Photojournalism, 4530 Advanced New Media.

One of following courses in the UW Degree Plan must be taken at the upper level (3000+): Human Culture (H), US Diversity (ASD), Global Awareness (ASG). This is to ensure that students meet the University of Wyoming's minimum of 42 upper division credit hour requirement.

# Mass Media- Multimedia Option, AA

## Laramie County Community College

### FRESHMAN

Fall Semester		Hrs	Spring Semester		Hrs		
MMMM	1000	Introduction to Mass Media	3	MMMM	1371	Multimedia Productions I	3
MMMM	1111	Journalistic Writing	3	MMMM	2222	Desktop Audio/Video Production	3
		College Seminar Course (CS)	3	MMMM	2400	Introduction to Photography	3
ENGL	1010	English Composition (CW)	3			Lab Science (LAB)	4
MATH	1010	Problem Solving	3	CO/M	2010	Public Speaking (CV)	3
		or MATH 1400 or higher (QR)					
<b>TOTAL</b>			<b><u>15</u></b>	<b>TOTAL</b>			<b><u>16</u></b>



LARAMIE COUNTY  
COMMUNITY COLLEGE

### SOPHOMORE

Fall Semester		Hrs	Spring Semester		Hrs		
MMMM	2310	Desktop Publishing	3	MMMM	2320	Advanced Desktop Publishing	3
MMMM	2325	Computer Graphics	3	MMMM	2326	Interactive Media Design	3
		US and WY Constitutions (V)	3	MMMM	2408	Digital Photography	3
		Aesthetic Analysis Course (AA)	3			Faculty Approved MMMM/INET Elective	3
STAT	2070	Intro Stats for Social Sciences (STEM)	4			Cultural Awareness Course (CA)	3
<b>TOTAL</b>			<b><u>16</u></b>	<b>TOTAL</b>			<b><u>15</u></b>
<b>TOTAL DEGREE HOURS</b>						<b><u>62</u></b>	

#### Transfer Recommendations and Notes:

Note: The attached Degree Plan makes the following assumptions:

1. Students will complete the AA Degree and will complete at least one transferable COJO lower-division elective as part of that degree.
2. If the US Diversity (ASD) and the Global Awareness (ASG) are taken as part of the AA degree, the student may substitute any elective as part of the UW Degree Plan.
3. The COM 3 course is in the department.
4. The Degree Plan is for the BA Degree only.

# Journalism, BA

University of Wyoming

## JUNIOR

Fall Semester		Hrs	Spring Semester		Hrs
COJO	3000+ Journalism Elective*	3	COJO	3070 Communication Research	3
COJO	3530 Online Journalism	3	COJO	3000+ Major Elective	3
COJO	3000+ Journalism Elective*	3		Human Culture (H) Outside the Major	3
	1st Semester Language	4		2nd Semester Language	4
	Upper Division Elective	3		Upper Division Elective	3
<b>TOTAL</b>		<b><u>16</u></b>	<b>TOTAL</b>		<b><u>16</u></b>



## SENIOR

Fall Semester		Hrs	Spring Semester		Hrs
	U.S. Diversity (ASD)	3		Global Awareness (ASG)	3
COJO	4500 Mass Media Law	3	COJO	3000+ Major Elective	3
COJO	3000+ Journalism Elective*	3		Human Culture (H) Outside the Major	3
COJO	3000+ Communication 3 (COM 3)	3	COJO	3480 Internship	3
	Upper Division Elective	3		Upper Division Elective	3
<b>TOTAL</b>		<b><u>15</u></b>	<b>TOTAL</b>		<b><u>15</u></b>
<b>TOTAL DEGREE HOURS</b>					<b><u>123-125</u></b>

### Transfer Recommendations and Notes:

\*Journalism Electives include COJO 3100 Public Affairs Reporting, 4100 Investigative Reporting, 4110 Feature Writing, 4120 News Editing, 3000 History of American Journalism, 3470 History of Documentary Film, 3520 Comm Tech & Society, 3550 Political Communication, 4000 News Making Process, 4020 Mass Media & Society, 4230 Special Topics in the Mass Media, 4233 Race, Gender & Ethnicity in the Media, 4600 Mass Media Ethics, 4800 Media Management, 3300 Advertising, 3310 Public Relations, 4300 Advertising Campaigns, 4310 Public Relations Techniques, 2400 Photography, 3170 Broadcast Journalism, 3200 Graphics, 4200 Visual Communication, 4270 Advanced TV Production, 4280 Digital Audio Storytelling, 4400 Photojournalism, 4530 Advanced New Media.