

**INSTITUTIONAL ARTICULATION AGREEMENT**  
**between**  
**LANSING COMMUNITY COLLEGE**  
**and**  
**OLIVET COLLEGE**

**ARTICLE I**  
**STATEMENT OF COOPERATION**

Lansing Community College ("LCC") and Olivet College ("Olivet") agree that students who choose to begin their Insurance and Risk Management studies at LCC and transfer to Olivet to earn a bachelor's degree in Insurance and Risk Management should be provided with a smooth curriculum transition that minimizes loss of credit and duplication of coursework. Therefore, LCC and Olivet agree to enter into this Articulation Agreement ("Agreement") as cooperating educational institutions and will maintain the integrity of their separate programs.

Through this agreement, the colleges will endeavor to:

- Collaborate, via faculty, administrators, and staff at both colleges toward the goal of facilitating the implementation of this articulation agreement;
- Develop joint materials to market and define program pathways leading to the obtainment of a Bachelor of Arts degree in Insurance and Risk Management through Olivet College;
- Promote student academic preparation and transfer planning at Lansing Community College and assist students in their transfer to Olivet College; and
- Support and promote the value and benefit of the combination of a Lansing Community College-Olivet College experience leading to an Associate of Business degree via the Insurance and Risk Management A.B. Pathway at Lansing Community College and obtainment of a Bachelor of Arts degree in Insurance and Risk Management at Olivet College.

This articulation agreement does not any affect other agreements between Lansing Community College and Olivet College.

**ARTICLE II**  
**AGREEMENT ON PROGRAM SPECIFICS**

LCC and Olivet agree to the following:

1. Any student who has earned an Associate Degree in Business (A.B.) from LCC having completed the Insurance and Risk Management A.B. Pathway may transfer credits up to a maximum of 62 semester hours toward the Bachelor of Arts degree (B.A.) at Olivet.
2. Students must meet all standard admission requirements of Olivet College in place at the time of matriculation at Olivet.

3. Courses completed as part of the LCC Associate Degree in Business (A.B.) Insurance and Risk Management A.B. Pathway will be accepted in transfer by Olivet and applied to a Bachelor of Arts degree (B.A.) in Insurance and Risk Management as outlined in Appendix A.
4. Courses and requirements to be completed at Olivet by transfer students holding the Associate Degree in Business (A.B.) from LCC having completed the Insurance and Risk Management A.B. Pathway are outlined in Appendix B.
5. Only courses graded a "C" (2.0) or better will transfer to Olivet.
6. Students who have completed Michigan Transfer Agreement (MTA) requirements at LCC are eligible to waive the following Liberal Arts Core (LAC) Curriculum graduation requirements at Olivet:
  - IDS 111/112 Writing & Rhetoric I/II
  - IDS 151 Self & Community
  - IDS 211 Civilization Studies
  - Mathematics Proficiency Course
  - Natural World Course
  - Creative Experience Course
  - Global Diversity Courses

Students who enrolled in college prior to fall 2014 may use the MACRAO agreement and have until August 2019 to have MACRAO requirements evaluated by the community college. If already on the transcript, the MACRAO designation will be accepted at Olivet. Students who have not satisfied the MTA or MACRAO agreement must complete Olivet's Liberal Arts Core Curriculum requirements as described in the academic catalog for the academic year in which they matriculate at Olivet.

7. All Olivet graduation and program requirements as described in the academic catalog must be satisfied whether by transferred courses, Olivet courses, or approved substitutions or waivers.
8. Advising of LCC students regarding admission and program requirements at Olivet will be the responsibility of LCC.
9. Each institution will monitor the academic performance of students enrolling under this Agreement and identify problems that may interfere with the successful transfer of students to Olivet.
10. Under this Agreement, graduates of LCC will receive equal consideration with other students seeking admission to the Insurance and Risk management program at Olivet. When program growth results in space limitations, provisions will be made to reserve space for LCC students planning entry into this program.

**ARTICLE III  
COMMUNICATION AND MARKETING**

1. LCC and Olivet agree to cooperate in communicating with each other and with their common and respective audiences concerning the established relationship between the two institutions.
2. LCC and Olivet agree to communicate concerning curriculum changes which affect the agreed upon relationship between articulated programs at the respective college, and to communicate concerning the development of plans which might lead to future opportunities between the two institutions.
3. Any marketing of the Agreement in print will be subject to the prior approval of both parties. Each institution will assume responsibility for appropriate marketing to reach their respective student and faculty populations.
4. Faculty and staff at both institutions will communicate information about this Agreement to students and prospective students.
5. LCC agrees to share with Olivet directory information, including email addresses, for students enrolled in the Insurance and Risk Management A.B. Pathway for purposes of advising and promotion.
6. Each party may provide on its website a link to the partner institution's website.
7. Olivet will provide transfer student performance data to LCC officials annually upon request.

**ARTICLE IV  
MAINTENANCE AND REVIEW OF AGREEMENT**

1. The designated representatives of each party are listed below. All business documents, notices, questions, problems, administrative matters, and communication regarding this articulation agreement shall be directed to:

Olivet College:                      Maria Davis, Ph.D.  
  Provost and Dean of Olivet College  
  Olivet College  
  320 S. Main Street  
  Olivet, MI 49076  
  mdavis@olivetcollege.edu  
  269-749-7643

Lansing Community College:      Sally Welch, Ph.D.  
  Associate Vice President of Academic Affairs  
  Lansing Community College  
  411 North Grand Avenue  
  Lansing, MI 48933  
  welchs6@lcc.edu  
  517-483-1478

2. Responsibility for oversight of this Agreement with the respective program directors and deans will be continuous. Each institution retains control over its curriculum, course requirements, program requirements, and degree requirements.
3. Each college will notify the other of any curricular changes that would affect the courses associated with this Agreement or that could affect the future of this Agreement.
4. An annual review of this Agreement will be completed by June 1 of each calendar year by each institution. This will allow both colleges to meet annual catalog deadlines and update college websites accordingly. Both colleges agree to communicate within ten (10) business days any changes in their respective programs that affect this Agreement.

#### **ARTICLE V INDEMNIFICATION**

To the extent permitted by Michigan law, LCC and Olivet agree to indemnify and hold one another harmless from any and all claims initiated by student participants, their parents, survivors, or agents, arising from any negligent acts or omission on the part of either institution or any of their employees.

#### **ARTICLE VI ENTIRE AGREEMENT**

This agreement is specific to the academic pathway to a Bachelor of Arts in Insurance and Risk Management degree from Olivet following a student's completion of an Associate in Business degree via the Insurance and Risk Management A.B. Pathway at LCC.

#### **ARTICLE VII ADDENDUMS, MODIFICATIONS, OR TERMINATION**

No amendment or modifications to this Agreement, including any modification or amendment of this paragraph, shall be effective unless the same is in writing and signed by all parties or their successors. This Agreement will be effective immediately upon authorized signature by each college's designee and shall remain in effect for ten (10) years.

Either party may terminate this Agreement at any time with no less than ninety (90) days' written notice. In the event that this Agreement is terminated, students enrolled in LCC will be given the opportunity to matriculate to Olivet under the terms of this Agreement within four years following first enrollment at LCC.

Lansing Community College and Olivet College agree to the terms of this Agreement, effective  
\_\_\_\_\_, 2018:

**Appendix A**

**LCC Insurance and Risk Management A.B. Pathway Courses  
Accepted in Transfer to the Insurance and Risk Management Degree Program  
at Olivet College**

**UPDATED 6/27/2019 TO REFLECT  
2019-20 LCC PROGRAM CURRICULUM**

LCC Course	# of Credits	Olivet IRM Degree Program and LAC Curriculum Requirements Fulfilled through the Completion of LCC Course with Grade of "C" or Higher <sup>1</sup>
<b>LCC IRM Pathway Courses</b>		
INSU 105 Principles of Property and Liability Insurance	3	IRM 221 Principles of Insurance and Risk Management
INSU 110 Personal Insurance	3	IRM 322 Personal Insurance
INSU 125 Commercial Insurance	3	IRM 323 Commercial Insurance
INSU 175 Introduction to Financial Advising	3	FP 200 Fundamentals of Financial Planning
INSU 250 Claims and Underwriting	3	General Academic Credit
INSU 285 Insurance Agency Operations	3	General Academic Credit
INSU 295 Insurance Internship	3	IDS 390 Internship
ACCG 210 Principles of Accounting I	4	BUS 201 Principles of Accounting (3 cr)
ECON 201 Principles of Economics – Microeconomics	4	ECO 201 Principles of Microeconomics (3)
MGMT 228 Organizational Behavior	3	General Academic Credit <i>(BUS 408 Organizational Behavior)</i>
MGMT 335 Managerial Statistics	3	MTH 232 Statistics (4)
MKTG 200 Principles of Marketing	3	General Academic Credit <i>(BUS 309 Principles of Marketing)</i>
<b>LCC IRM Pathway Electives Fulfilling Olivet IRM Degree Requirements</b>		
ACCG 211 Principles of Accounting II	4	BUS 202 Principles of Accounting II (3)
ECON 202 Principles of Economics – Macroeconomics	4	ECO 202 Principles of Macroeconomics (3)
INSU 260 Life/Health Insurance Licensing	2	FP 323 Life and Health Insurance Licensing
INSU 270 Property/Casualty Insurance Licensing	2	IRM 324 PC Insurance Licensing
LEGL 215 Business Law – Basic Principles	3	BUS 212 Business Law I
<b>Other LCC IRM Pathway Electives Accepted for General Academic Credit</b>		
CITA 110 Introduction to Microsoft Office	3	General Academic Credit <i>(CS 110 Computer Information Systems)</i>
CJUS 101 Introduction to Criminal Justice	3	General Academic Credit <i>(CJ 110 Introduction to Criminal Justice)</i>

LCC Course	# of Credits	Olivet IRM Degree Program and LAC Curriculum Requirements Fulfilled through the Completion of LCC Course with Grade of "C" or Higher <sup>1</sup>
CJUS 204 Criminal Investigation	4	General Academic Credit ( <i>CJ 360 Criminal Investigations</i> )
HIST 150 African-American History	4	General Academic Credit ( <i>HST 204 African-American History</i> )
HUMS 120 Masterpieces of Art and Music	4	General Academic Credit
MGMT 225 Principles of Management/ Leadership	3	General Academic Credit ( <i>BUS 300 Principles of Management</i> )
MGMT 332 Ethics: Assumptions for the Future	3	General Academic Credit
MKTG 120 Sales	3	General Academic Credit
PFHW 123 Human Nutrition	3	General Academic Credit ( <i>HWL 250 Nutrition</i> )
PSYC 200 Introduction to Psychology	4	General Academic Credit ( <i>PSY 201 Introduction to Psychology</i> )
<b>LCC General Education Core Courses<sup>2</sup></b>		
Course taken to fulfill Writing requirement	3	IDS 111 Writing and Rhetoric I
Course taken to fulfill Science requirement	3	Fulfillment of Natural World requirement
Course taken to fulfill Mathematics requirement	4	Fulfillment of Mathematics Proficiency requirement
Course taken to fulfill Global Perspectives & Diversity requirement	3	Fulfillment of 3 credits of 6-credit Global Diversity requirement
Course taken to fulfill Communication requirement	3	General Academic Credit
<b>Other LCC Elective Courses</b>		
Additional courses accepted as determined by standard transfer guidelines	Var	General Academic Credit

**MAXIMUM NUMBER OF CREDITS ACCEPTED IN TRANSFER<sup>3</sup> .....62 Credits**

<sup>1</sup> Olivet course equivalent listed in parentheses for non-IRM degree program required courses.

<sup>2</sup> Students intending to transfer to Olivet are strongly encouraged to complete an additional 3 courses at LCC beyond the IRM Program of Study Required Courses and courses taken to fulfill the LCC General Education Core Courses in order to fulfill the LCC Michigan Transfer Agreement (MTA) requirements (1 Natural Science, 2 Humanities/Fine Arts). This will allow the automatic waiver of 15 additional credits of general studies courses required for graduation at Olivet.

<sup>3</sup> 120 credits required for graduation with a bachelor of arts in insurance and risk management degree; maximum of 62 credits may be transferred into the college from a community college.

## Appendix B

### Additional Courses to be Completed at Olivet College in Fulfillment of Graduation Requirements for the Bachelor of Arts Degree in Insurance and Risk Management

#### UPDATED 6/27/2019 TO REFLECT 2019-20 LCC PROGRAM CURRICULUM

	# of Credits
<b>Olivet IRM Required Courses Possible to Fulfill via LCC IRM Pathway Electives (15 credits)</b>	
BUS 202 Principles of Accounting II	3
BUS 212 Business Law I	3
CS 110 Computer Information Systems	3
ECO 202 Principles of Macroeconomics	3
IRM 324 PC Insurance Licensing	3
<b>Additional Olivet IRM Required Courses (31 credits)</b>	
BUS 316 Financial Management	3
BUS 490 Business Policy and Strategic Management	3
CS 210 Advanced Computer Information Systems	3
FP 350 Prospecting and Meeting Client Needs	3
IDS 499 06 Insurance Seminar	4
IRM 330 Ethics & Presentations ( <i>Service Learning Course</i> )	3
IRM 350 Negotiation and Persuasive Presentations	3
IRM 454 Risk Management	3
<b>Complete 6 credits from the following:<sup>4</sup></b>	
IRM 324 PC Insurance Licensing	3
IRM 483 Agency Operations	3
IRM 482 Studies in Insurance and Risk Management: Variable Topics	3
IRM 490 Strategic Management of Insurance Enterprise	3

<sup>4</sup>If INSU 270 Property/Casualty Insurance Licensing is completed at LCC, complete 3 credits other than IRM 324 from the list of courses.



	# of Credits
<b>Probable Olivet Liberal Arts Core Courses Required If No MTA Completed at LCC (15 credits)<sup>5</sup></b>	
IDS 112 Writing & Rhetoric II	3
IDS 151 Self & Community	3
IDS 211 Civilization Studies	3
Global Diversity Course	3
Creative Experience Course	3
<b>Other Courses Recommended by Olivet IRM Program (21 credits)</b>	
JMC 203 Public Speaking	3
BUS 300 Principles of Management	3
BUS 312 Sales and Sales Management	3
IRM 340 Insurance Claims Principles and Practices	3
FP 323 Life and Health Insurance Licensing	3
FP 421 Income Taxation	3
FP 425 Employee Benefits	3

<sup>5</sup> Although an automatic waiver of Liberal Arts Core courses (general studies courses) at Olivet will not occur without completion of the LCC Michigan Transfer Agreement (MTA) requirements, courses taken while a student at LCC could still fulfill one or more of the general studies program requirements for graduation. Please speak with the Assistant Dean for Academic Records for more information.