



**SUPPLEMENTAL AGREEMENT
TO
MEMORANDUM OF UNDERSTANDING**
Between
Syracuse University
and
Le Moyne College

This Supplemental Agreement (SA) is made this 18th day of October, 2017 by and between Syracuse University on behalf of its School of Information Studies (SU iSchool) and Le Moyne College on behalf of its Madden School of Business (LM Madden) and is a part of the Memorandum of Understanding (MOU) between the parties dated April 26th, 2017.

1. **PURPOSE:** Both parties wish to enter into this Supplemental Agreement (SA) to provide extended academic opportunities to their respective students and faculty. It is understood that the purpose of this SA includes strengthening the quality and breadth of academic programs at both institutions; promoting an educational environment where faculty and graduate students from both institutions can learn from one another through the sharing of information and knowledge; and leveraging the strengths and resources of programs at both institutions. In addition to enhancing the quality of education, this agreement also provides the engagement of new networks for both institutions to both grow and diversify enrollments. For the SU iSchool, this agreement ONLY applies to SU iSchool students enrolled on the MAIN campus and to SU iSchool courses offered ON CAMPUS.

2. **OBJECTIVE AND SCOPE:** This SA applies to LM Madden and to SU iSchool. The SU iSchool is partnering with LM Madden to **provide “modular” master degrees in Information Management (SU iSchool), Library and Information Systems (SU iSchool) and Information Systems (LM Madden)** for each other’s students. Objectives of the project include strategic provisions to assist both schools in the **diversification of their student body**, as well as the **expansion of curricular offerings** at both institutions. Although the existing master’s degrees at the two institutions have similar core learning outcomes and core courses, the ability to specialize or pursue particular interests differs. This agreement expands the offerings to students of both institutions by expanding additional course selections as well as Certificates of Advanced Studies programs. Students will have more opportunities to complete their own customized degree using “plug and play” modules of curriculum from each institution. These modules include Certificates of Advanced Study (CAS) that exist in both schools in complementary subject domains. The concept will enable students to incorporate a selected specialty CAS from the certificate granting institution (SECONDARY SCHOOL) into their home school master’s degree (PRIMARY SCHOOL). CAS components include the specialty areas of **Information Security Management (SU iSchool), Data Science (SU iSchool), Enterprise Systems (LM Madden) and Health Information Systems (LM Madden)**. In addition, certain courses that exist in both institutions can be exchanged for

program electives at the home school, providing an even greater selection of specialty courses in a number of related areas. (Addendum 1: Course-Program listings and mappings)

3. SPECIFIC RESPONSIBILITIES/AUTHORITY: LM Madden and SU iSchool designate the person(s) set forth in Section 7 as their respective representatives to coordinate and manage the activities under this SA in consultation with the chief academic officer, deans and other appropriate representatives. The representatives shall meet as needed to discuss the programs, changes to programs, and any other topics of interest to either party.

Each party in this SA retains full authority over and reserves the right to make changes in their respective courses, programs, and credential requirements. Each party may publicize this MOU and programs mentioned herein in academic materials as appropriate and shall brief students as appropriate. Neither party shall use the name or trademark of the other party without the prior approval of the other party.

4. REGISTRATION and COURSE OFFERINGS: In order to manage the flow of students, a designated number of seats will be reserved by each PRIMARY institution for the students from the SECONDARY institution. The POC's from each institution will preset these reserved seats prior to open registration periods. There will be a balance of AT LEAST 1.25 Seats for LM MADDEN students at the SU ISCHOOL to 1.0 seats for SU ISCHOOL students at LM MADDEN. The balance ratio is established in order to sustain the financial discount of 25% being offered by the SU ISCHOOL to LM MADDEN students. It is anticipated that in a given term that the balance may not be met but adjustments will be made in seat reservations to the satisfaction of both schools in subsequent terms. The ratio should be considered a minimum requirement as LM Madden has expressed interest in sending a larger number of students to SU ISCHOOL if the demand is present.

Within this agreement, a student may not transfer more than 15 credit hours from the SECONDARY SCHOOL to apply towards their master's program at the PRIMARY SCHOOL. If a student takes a course outside of the approved listing then s/he may not receive transfer credit.

5. ADMISSION: SU iSchool and LM Madden students must follow the established procedures for admission into academic programs, e.g., Certificates of Advanced Study (CAS). The SECONDARY institution will waive the requirements for a GRE Exam and the Application Fee.

Students MUST be actively enrolled in the PRIMARY School in order to apply for admission under this agreement to the SECONDARY School. The transcript from the PRIMARY school should be submitted as part of the application to the SECONDARY School.

6. TUITION and FINANCIAL AID

TUITION: Each institution will be generating a bill for every enrolled student. All SU iSchool students taking courses at LM Madden will be charged 100% of the tuition, which is \$817 per credit hour for the 2017-18 Academic Year. All LM Madden students taking courses at SU iSchool will receive a 25% tuition reduction. The 2017-18 SU iSchool tuition expense is \$1500/credit hour and therefore \$1,125/credit hour with the 25% tuition reduction.

LOANS: All federal loans will be handled by the institution granting the Master's degree, including processing and disbursing all aid (PRIMARY SCHOOL).

The PRIMARY SCHOOL will process federal loans, if requested, for courses taken for the Certificates of Advanced Study at the partner school. The PRIMARY school will enter into a consortium agreement with the SECONDARY school for each student, as it must be confirmed that the courses taken at the SECONDARY school can be applied toward the student's Master's degree program at the PRIMARY school. The student must provide their PRIMARY SCHOOL with a copy of their bill from the SECONDARY SCHOOL and will submit a written request to the Financial Aid Office at their PRIMARY School giving permission for funds to be sent to the SECONDARY SCHOOL. The PRIMARY SCHOOL Bursar's Office will then send funds to the SECONDARY SCHOOL's Bursar's Office to cover tuition. Any overage, after all tuition is paid at both schools, will be refunded to the student.

MERIT-BASED FINANCIAL AID: Any merit-based aid provided by the PRIMARY SCHOOL institution will NOT be honored by the SECONDARY SCHOOL (certificate granting) institution.

COMMUNICATION: Each school will need to know the names and student identification numbers of the students participating in this program so that each institution can monitor changes in enrollment once classes have started.

7. COORDINATION CONTACTS: The following persons will serve as primary points of contact (POC) at each organization and will communicate mainly by email and phone:

SU iSchool POC:

Susan Corieri, Assistant Dean for Enrollment Management and Special Academic Program Initiatives

School Of Information Studies

114 Hinds Hall, Syracuse, New York 13244

Phone: (315) 443-2575

sbcorier@syr.edu

Kathryn Allen, Assistant Dean of Student and Career Services

School Of Information Studies

114 Hinds Hall, Syracuse, New York 13244

Phone: (315) 443-4251

Kallen02@syr.edu

Le Moyne College POC:

Martha Grabowski

Director of Information Systems Program

Madden School of Business

1419 Salt Springs Road

Le Moyne College

Syracuse, New York 13214

Phone: (315) 445-4427

Grabowsk@lemoyne.edu

8. RESOURCES:

- a. **Funding:** No funding will change hands as part of this SA.

- b. **Personnel Support:** LM Madden and SU iSchool will manage the operations related to the students of this agreement in the same manner as they do other matriculated students of their perspective schools. Students pursuing courses only will follow established pathways for the non-matriculated students. All students pursuing a program at the SECONDARY school will be matriculated. Additional resources for providing course registration processes will be coordinated between the SU iSchool POC and LM Madden POC.
- c. **Other Offices:** The POC's of both SU iSchool and LM Madden will need to coordinate with other offices in order to properly track student enrollments. This is especially important to international students for visa purposes (International Services) and financial aid offices to make sure that the co-enrollment properly supports the true enrollment status when full time enrollment is essential.
- d. **Other Support:** An occasional event at Le Moyne College or Syracuse University may require the use of Le Moyne or Syracuse conference rooms and projection equipment. Other support includes computer and regular office supplies used by the Le Moyne College POC.

9. EFFECTIVE DATE AND TERMINATION: This SA will be effective from the date of signing and will expire at the end of the last day of the fifth full academic year. Upon expiration of the five years, the SA will be subject to renewal. Additions and changes to this SA may be made at any time with the written agreement of both SU iSchool and LM Madden. Either party may withdraw from this understanding upon 90 days written notice to the other institution. Termination must be from the approving officials of each institution.

10. INCORPORATION: The terms of the MOU are incorporated herein.

11. APPROVAL: All parties identified below agree to the provisions and terms of this SA.

APPROVED:

Le Moyne College

Name: Joseph G. Marina, S.J., Ph.D.
 Title: Provost and Vice President for Academic Affairs

Signature: Joseph G. Marina, SJ

Date: 10/18/17

Syracuse University

Name: Michele G. Wheatly, Ph.D.
 Title: Vice Chancellor and Provost

Signature: Michele G. Wheatly

Date: 10/18/17

Due to the overlap in curriculum, two of the required courses of this certificate should be taken at the iSchool for Syracuse students. Therefore, only three courses will be taken at Le Moyne to earn the certificate.

Course Number	Title	School	# Credits
MIS 710	Health Information Systems	Le Moyne	3
IST 645	Managing Information Systems Projects	Syracuse	3
IST 659 or IST 654	Data Administration Concepts & Database Management or Information Systems Analysis	Syracuse	3
<i>and 2 courses from:</i>			6
MIS 535	Introduction to Government Systems	Le Moyne	
MIS 712	Financial Cybersecurity	Le Moyne	
MIS 716	Business Intelligence	Le Moyne	
MIS 717	Managing the Technological Enterprise	Le Moyne	
Total			15

FOR LE MOYNE MASTER'S STUDENTS SEEKING SYRACUSE COURSES AND CERTIFICATE PROGRAMS

Syracuse University – Data Science Certificate of Advanced Studies

Course Number	Title	School	# Credits
MIS 701	Database Management Systems	Le Moyne	3
IST 687	Introduction to Data Science	Syracuse	3
<i>and 3 courses from:</i>			9
IST 565	Data Mining	Syracuse	
IST 664	Natural Language Processing	Syracuse	
IST 719	Information Visualization	Syracuse	
IST 722	Data Warehousing	Syracuse	
IST 736	Text Mining	Syracuse	
Total			15

Syracuse University – Information Security Management Certificate of Advanced Studies

Le Moyne students should select one of the electives listed below from Le Moyne College.

Course Number	Title	School	# Credits
IST 623	Introduction to Information Security	Syracuse	3
<i>and at least 1 Management Security courses from:</i>			3 - 9
IST 602	Digital Forensics	Syracuse	
MIS 707	Risk Management	Le Moyne	
IST 728	Information Security Policy	Syracuse	
<i>and at least 1 Technology Security from:</i>			3 - 9

IST 634 or MIS 712	Security in Networked Environments or Financial Cybersecurity	Syracuse Le Moyne	
IST 704	Applied Information Security	Syracuse	
IST 724	Database Security	Syracuse	
<i>and optional electives:</i>			0 - 6
IST 618	Information Policy	Syracuse	
MIS 701	Database Management Systems	Le Moyne	
Total			15

COURSE EQUIVALENTS

The following courses while not exactly the same, have very similar course content and therefore students should NOT take both courses.

Le Moyne Course Number	Le Moyne Course Title	Syracuse Course Number	Syracuse Course Title
MIS 701	Database Management Systems	IST 659	Database Administration Concepts & Database Management
MIS 703	Systems Analysis	IST654	Information Systems Analysis
MIS 707	Risk Management	IST 625	Enterprise Risk Management
MIS 711	Managing Systems Projects	IST 645	Managing Information Systems Projects
MIS 712	Financial Cybersecurity (Offers ethical hacking which IST 634 does not; but considerable overlap)	IST 634	Security in Networked Environments