

**BILATERAL AGREEMENT  
BETWEEN  
ELIZABETH CITY STATE UNIVERSITY  
AND  
COLLEGE OF THE ALBEMARLE**

*Associate in Applied Science (Accelerated) Degree in General Business Administration (A25120AC)  
Baccalaureate Degree Program in Business Administration (concentration in Marketing and MIS)  
Fall 2021*

THIS BILATERAL AGREEMENT (hereinafter "Agreement") is entered into by and between ELIZABETH CITY STATE UNIVERSITY, a constituent institution of the University of North Carolina (hereinafter "ECSU") and COLLEGE OF THE ALBEMARLE, a North Carolina Community College System institution (hereinafter "COA").

**BACKGROUND**

ECSU offers a baccalaureate degree program in Business Administration. The Bachelor of Science in Business Administration (concentration in Marketing and MIS) is a four-year collegiate program.

COA offers an Associate in Applied Science (Accelerated) Degree program in General Business Administration (A25120AC).

**PURPOSE**

ECSU and COA acknowledge that recipients of an Associate in Applied Science Degree in General Business Administration may seek to transfer to ECSU to pursue a B.S. in Business Administration (concentration in Marketing and MIS). To this end, ECSU and COA hereby join in a collaborative effort to facilitate the transfer of students graduating from COA's General Business Administration program to a baccalaureate degree program in Business Administration (concentration in Marketing and MIS) at ECSU and agree to the following terms and conditions:

1. The parties agree that a recipient of an Associate in Applied Science Degree (AAS) in General Business Administration from COA, with at least a cumulative grade point average (GPA) of 2.5 based on a 4.0 scale will be admitted to ECSU, provided all other conditions for admissions are satisfied.
2. ECSU agrees to accept college transfer coursework completed at COA, under the AAS in General Business Administration as equivalents to ECSU courses in accordance to "Schedule A, Section I" attached hereto, subject to the requirements of ECSU's Undergraduate Admissions Policy (ECSU Policy 300.3.1), as it may from time to time be amended. The courses approved for transfer credit must have been taught by COA faculty who meet the credential requirements of the Southern Association of Colleges and Schools Commission of Colleges (SACSCOC). Only courses with a grade of "C" or better from an accredited institution are considered transferrable.
3. A recipient of an AAS Degree in General Business Administration from COA who applies for admission to ECSU and is admitted as a transfer student may receive up to a maximum of sixty-five (65) semester hours of academic credit.
4. A minimum of thirty (30) semester hours of credit at the upper level must be earned through regular enrollment at ECSU, including a minimum of fifteen (15) semester hours of credit in junior/senior level courses in the major field. A minimum of one hundred twenty (120) semester hours of credit must be completed as outlined in "Schedule A, Section II" to be awarded the

Bachelor of Science in Business Administration (concentration in Marketing and MIS) from ECSU.

5. The Associate in Applied Science Degree in General Business Administration (A25120AC) will be offered in an accelerated format at College of the Albemarle.
6. This agreement shall become effective Fall 2021 and shall terminate May 2026.

**I. SCOPE OF AUTHORITY**

Except as otherwise expressly and specifically provided in this Agreement, neither party shall have any authority to act for, or to assume any obligations or responsibility on behalf of, the other party.

**II. INTELLECTUAL PROPERTY**

Any use of the names "Elizabeth City State University" or the "College of the Albemarle", including any of its constituent schools, departments, programs or logos, relating in any way to the activities described in this Agreement, shall be subject to prior written approval.

**III. STUDENT AND STAFF CONFIDENTIALITY**

ECSU and COA each agree to maintain the confidential and exempt status of any Social Security number information, as required by N.C.G. S. 132-1.10(c)(1), and that they will not re-disclose personally identifiable information pursuant to Family Educational Rights and Privacy Act, 20 U.S.C 1232g (FERPA) or by other State and Federal laws. Failure to comply with the provisions of this section or otherwise failure to abide by legally applicable security measures and disclosure and re-disclosure restrictions may, in University's sole discretion, result in the interruption, suspension and/or termination of the relationship. If ECSU or COA experiences a security breach concerning any information covered by the Agreement, and such breach is covered by N.C.G.S. 75.61(14), then the party will (a) fully comply with the party's obligations under the NC Identity Theft Protection Act, (b) immediately notify ECSU or COA with the information which was disclosed, and (c) fully cooperate with ECSU or COA in carrying out ECSU's or COA's obligations under said Identity Theft Protection Act.

**IV. ADMINISTRATION**

The administration of this Agreement shall be the responsibility of the Chief Academic Officer/Provost at ECSU and the Vice President of Learning at COA.

**V. RELATIONSHIP AND DISPUTE RESOLUTION**

This Agreement shall not be construed as creating a relationship of partners, brokers, employees, servants, joint ventures or agents between the parties. The parties to this Agreement are acting as independent participants and shall cooperate mutually to resolve any dispute or misunderstanding through collaboration and discussion. If a mutually agreed upon resolution does not occur, this Agreement shall be governed by the laws of the State of North Carolina, excluding its conflict of laws principles. Each party expressly agrees to subject to the jurisdiction of the Courts of the State of North Carolina should litigation arise between the two parties.

**VI. DURATION**

- A. This Agreement is effective for five (5) years, starting from the date it is executed, after which it will be re-evaluated by both parties for renewal, amendment or termination.

- B. Both parties have the right to terminate this Agreement at any time during its duration by providing two (2) months advanced written notice. Notwithstanding the foregoing, in case of termination as above provided, ECSU and COA shall continue its obligation to those students already enrolled, until those students have completed all requirements.
- C. Upon giving fifteen (15) days advance written notice, this Agreement may be amended by mutual written agreement signed by both institutions.

**VII. FORCE MAJEURE**

If either party's performance of obligations under this Agreement is materially hampered, interrupted, or interfered with by reason of any fire, casualty, lockout, strike, labor conditions, unavoidable accident, riot, war, or act of God, or by the enactment, issuance, operation of any municipal, county, State, or federal law, ordinance or executive, administrative, or judicial regulation, order or decree, or by any local or national emergency, the affected party shall be excused from performance of this Agreement.

**VIII. ANNUAL REVIEW**

This Agreement shall be reviewed annually by the parties to determine if it needs to be modified and whether or not it will be continued without modification for the ensuing year.

**IX. ENTIRE UNDERSTANDING**

This Bilateral Agreement contains the entire understanding between the parties and may be amended at any time by mutual written agreement.

IN AGREEMENT to the foregoing, the parties, or their authorized representatives, hereby affix their signatures in duplicate (2) original counterparts.

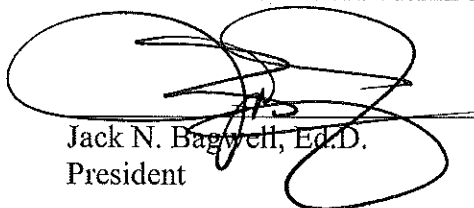
***ELIZABETH CITY STATE UNIVERSITY***



Karrie G. Dixon, Ed.D.  
Chancellor

Date: 2/23/2021

***COLLEGE OF THE ALBEMARLE***



Jack N. Bagwell, Ed.D.  
President

Date: 03-01-21

**“SCHEDULE A”**

**Section I**

**College of The Albemarle**

**General Business Administration (A25120AC)**

Associate in Applied Science - Accelerated

Catalogue Year 2020-2021

**College of The Albemarle**

**Elizabeth City State University**

**General Education Requirements:**

**ECSU Equivalencies:**

ACA 122 College Transfer Success (1)

UNIV 110 Freshman Seminar I (1)

**Communication (Take 6 credits)**

ENG 111 Writing and Inquiry (3)

ENGL 102 Eng. Comp & Grammar (3)

ENG 112 Writing & Research in Dis (3)

ENGL 103 Eng. Comp & Voc. (3)

**Social & Behavioral Science**

PSY 150 Gen. Psychology (3)

PSY 212 Gen. Psychology (3)

**Natural Science/Mathematics (Take 3 credits)**

MAT 171 Pre-calculus Algebra (4)

MATH 115 College Algebra (3)

**Fine Arts**

ART 111 Art Appreciation (3)

ART 130 Art Appreciation (2)

Or  
MUS 110 Music Appreciation

Or  
MUS 135 Intro to Music Literature

**Major Requirements:**

**Required Core Courses**

ACC 120 Prin. Financial Accounting (4)

ACCT 210 Financial Accounting (3)

ACC 121 Prin. of Managerial Acct. (4)

ACCT 220 Managerial Accounting (3)

BUS 110 Introduction to Business (3)

BUAD 115 Intro. To Business (3)

BUS 115 Business Law I (3)

BUAD 241 Business Law (3)

BUS 137 Prin. of Management (3)

MNGT 221 Prin. of Management (3)

BUS 240 Business Ethics (3)

BUAD 240 Ethics (3)

CIS 110 Introduction to Computers (3)

BUAD 190 Management Information Systems I (3)

MKT 120 Prin. of Marketing (3)

MRKT 231 Prin. of Marketing (3)

ECO 251 Prin. of Microeconomics (3)

ECON 202 Prin. of Economics II (3)

ECO 252 Prin. Of Macroeconomics (3)

ECON 201 Prin. Of Economics I (3)

ACC 150 Account Software Appl. (2)

(No Transfer Equivalency)

BUS 151 People Skills (3)

(No Transfer Equivalency)

**Additional Classes at COA**

BUS 139 Entrepreneurship I (3)

**9 credits of free electives (9)**

BUS 285 Business Mgt. Issues (3)

BUS 125 Personal Finance (3)

INT 110 International Business (3)

INT 230 International Law (3)

**Total COA Credit Hours (69)**

**Total Accepted Credit Hours (54)**

Section II

Elizabeth City State University  
Bachelor of Science – Business Administration (concentration in Marketing and MIS)  
(Courses to be completed at ECSU)

General Education Requirements:

ENGL	201 World Literature I	(3)
	Or	
ENGL	202 World Literature II	
SPCH	314 Public Speaking	(3)
HIST	140 History of World Civilization. Prehistoric to 1500	(3)
	Or	
HIST	141 History of World Civilization 1500 to Present	
HLTH	185 Health Concepts	(2)
	Science with Lab	(4)
	Physical Activity	(1)
	Free Elective	(2)

Major Requirements:

ECON	260 Bus/Economics Statistics I	(3)
BUAD	200 Business Communication	(3)
BUAD	360 Quantitative Methods	(3)
BMIS	380 Management Information Systems II	(3)
BFIN	311 Principles of Finance	(3)
BUAD	455 Strategic Management	(3)
BUAD	490 Internship	(3)
	International Course (BUAD 456 or ECON 455 or BFIN 455)	(3)

Concentration Course Requirements (24 credit hours)

**MARKETING AND MIS**

Core Courses (12 credit hours)

BMIS	489 Project Management	(3)
MRKT	332 Consumer Behavior	(3)
MRKT	432 Marketing Management	(3)
BMIS	386 Business Systems Analysis and Design	(3)

Core Elective Courses (12 credit hours: 6 Credits from BMIS/BUAD & 6 Credits from MRKT)

BMIS	475 Database Management System	(3)
BMIS	425 IT Management and Cyber Security	(3)
BUAD	341 Management Concepts for Projects	(1)
BUAD	342 Technical writing for Project Management	(1)
BUAD	343 Experiential Learning in Project Management	(1)
MRKT	365 Marketing Research	(3)
BMIS	485 Business Intelligence and Analytics	(3)
BMIS	398 Special Topics in Management Information Systems	(3)
BUAD	423 E-Commerce	(3)
MRKT	333 Sales	(3)
MRKT	331 Advertising and Promotion	(3)
MRKT	398 Special Topics in Marketing	(3)
MRKT	431 Retailing	(3)

**Required at ECSU** (66)

**Degree Total Credit Hours** (120)  
(note that additional free elective hours may be brought in that may increase the total hours beyond 120)