

**University of Maryland School of Nursing
and**

University of Baltimore

**MEMORANDUM OF UNDERSTANDING
MASTER OF SCIENCE IN NURSING AND MASTER'S IN BUSINESS
ADMINISTRATION**

University of Maryland, Baltimore ("UMB"), a public university that is part of the University System of Maryland, a public corporation and an instrumentality of the State of Maryland, acting through its academic unit the University of Maryland School of Nursing ("UMSON") hereby enters into a Memorandum of Understanding ("MOU") with University of Baltimore ("UB") to offer an articulated dual degree program leading to a Master of Science in Nursing ("MS") and a Master's in Business Administration ("MBA").

I. Admission Requirements

Each Program will have its own admissions requirements. Students considering participation in the articulated degree program are encouraged to discuss their interest with faculty advisors of both schools.

UMSON and UB agree to allow simultaneous admission to UMSON's MS program and UB MBA articulated dual degree program using a coordinated admission process. Students must complete the application process and pay the application fees of each program.

Students who are admitted to both programs will be permitted to enroll in the courses of each program's plan of study, provided all prerequisite course work has been completed and GPA requirements have been met.

II. Applicability The status afforded to students in the MS and MBA articulated dual degree program, as contemplated in this MOU, applies only to MS students also admitted to the MBA program, and courses in the MS and MBA programs, application of credits, and credential requirements in effect as of the Effective Date of this MOU and listed in Exhibit A. The processes and procedures outlined in this MOU are limited to MS students admitted to the MBA program. UMSON and UB agree that students participating in the MS and MBA articulated dual degree program are subject to the respective laws, regulations, practices and policies in effect at the school the student is attending. Such laws, regulations, practices and policies include, but are not limited to, payment of tuition and fees, grading, appeals of grades, reasonable accommodation and academic misconduct. Each party will bear its own expenses related to resolving grievances and academic matters at its respective institution.

A student will pay regular deposits, tuition and fees set up by the school in which the student is taking courses. Each school is responsible for collecting tuition and fees from its students according to its own rate structure in place at the time of the students' enrollment at the institution. Each school is responsible for billing and student accounts for the semester(s) when a student is enrolled at the school. Compliance with applicable federal Title IV law and regulations, state, accreditation, and institutional requirements related to financial aid processing for students who apply to the program is shared by both schools. The school administering financial aid in any given payment period is accountable for compliance related to the Title IV processing for students for that payment period.

The schools agree to work together to ensure accurate information is shared in a timely manner in order to compliantly administer Title IV, state, private and institutional aid programs.

III. Student Responsibility Students participating in the MS and MBA articulated dual degree program must execute a written authorization (a FERPA release) to permit UB and UMSON to monitor any matter of legitimate educational interest. It is the students' responsibility to ensure that they meet all requirements for successful progression in and completion of the MS and MBA articulated dual degree program. Students must also meet UMSON Technical Standards.

Students are responsible for submitting all forms and materials as required by UB and UMSON and ensuring that all required materials have been received by UB and UMSON.

Students must comply with the policies and procedures, as well as the academic and non-academic standards of UB and UMSON during the time students are enrolled in each school.

IV. UB and UMSON Responsibilities Consultation and communication on student progress will be maintained by UB and UMSON once a FERPA release form is completed by each student.

At the end of each semester, UB and UMSON will provide an overview of the progress of students' accepted into the MS and MBA articulated dual degree program to include courses completed, GPA, and projected semester to complete each degree.

UB and UMSON must maintain accreditation by national and regional accreditation agencies recognized by the U.S. Department of Education (USDE).

V. Degrees Awarded Selected UB courses will be credited toward the UMSON degree and selected UMSON courses will be credited toward the UB degree, as outlined in Exhibit A. Any prerequisite coursework required by UMSON and UB must be completed before enrollment will be permitted in courses required for the degrees. UMSON and UB courses must be taken in the sequence stated in the plans of study for each degree.

Students will be awarded the Master of Science in Nursing from UMSON upon successful completion of all requirements for the MS program. Students will be awarded the Master's in Business Administration from UB after successful completion of all the requirements for the MBA program.

VI. Promotion/Publicity During the term of this MOU, UB and UMSON shall develop and agree upon a mutually acceptable marketing and student recruitment plan to promote the MS and MBA articulated dual degree program and inform students of the opportunities available at both institutions under this MOU.

Any and all marketing, promotional, or other materials developed by one party to publicize this MOU must be reviewed and approved in writing by the other party prior to use of any such materials. In all communications, marketing, promotional and other materials related to the MS and MBA articulated dual degree program, students shall be referred to as students enrolled in the MS and MBA articulated dual degree program.

VII. Changes in Programs Notwithstanding anything in this MOU to the contrary, UB and UMSON retain the right and the authority to make changes in their respective courses, programs, and professional licensure requirements. The parties shall give each other reasonable notice of changes in their respective courses, programs, and/or credential requirements that may materially affect a student's status, acceptance of degrees, or the applicability of credits as contemplated in this MOU. UB and UMSON will work with students

who are already enrolled in the MS and MBA articulated dual degree program at the time of such changes to assure continuity of their program of study.

The parties shall meet, at least once a year, to review their respective courses, programs, and credential requirements to determine whether this MOU should be amended to reflect the courses, programs, and credential requirements then in effect at each institution, as well as to determine if there is a need for a cap on enrollment in the MS and MBA articulated dual degree program.

VIII. Term and Termination The term of this MOU is one year commencing as of September 1, 2018 (The "Effective Date") and ending on August 31, 2019. The term will extend automatically for successive one-year periods.

Either party may terminate this MOU by providing ninety (90) days prior written notice to the other party.

Provided neither UB nor UMSON's programs, courses, or credential requirements have changed such that articulation or the applicability of credit is no longer academically appropriate, UB and UMSON shall afford the students the status on the terms and conditions of this MOU for those students who have enrolled in UB and UMSON and remained continuously enrolled at or before termination of this MOU. Continuous enrollment means enrollment in at least one course at UB or UMSON every semester during enrollment in the MS and MBA articulated dual degree program

IX. General Provisions. This MOU is subject to applicable policies and procedures promulgated by the Maryland Higher Education Commission regarding the sharing of credits.

All notices under this MOU must be in writing; delivered in person, by U.S. mail, facsimile, or commercial courier; and addressed as follows:

If to UMSON:

655 W. Lombard Street, Suite 505
Baltimore, MD 21201

Attn:

Jane Kirschling, PhD, RN, FAAN
Dean and Professor

If to UB:

11 W. Mt. Royal Avenue
Baltimore, MD 21201

Attn:

Murray Dalziel, PhD
Dean and Professor

Either party may change its respective notice address by providing notice to the other party.

This MOU integrates the entire MOU of the parties and supersedes any and all prior and/or contemporaneous MOUs between the parties, written or oral, with respect to the subject matter of this MOU. This MOU may be modified only by a writing signed by both parties.

The laws of the State of Maryland govern interpretation of this MOU.

Neither party may assign this MOU, its interest herein, or its rights or obligations hereunder without the prior written consent of the other.

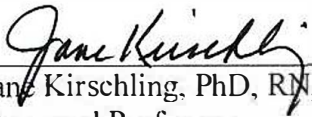
In the event there is a conflict between UMSON and UB, an unresolved issue will be escalated to the respective Deans for joint resolution.

Nothing in this MOU is intended to constitute a partnership or joint venture between the parties. Nothing in this MOU is intended to create rights in or benefit any person or entity other than the parties.

UMSON and UB agree that no student shall be discriminated against unlawfully on the basis of age, race, color, creed, sex, sexual orientation, gender identity or expression, religion, national origin, and disability.

[SIGNATURES ON FOLLOWING PAGE]


For: University of Maryland School of Nursing



Jane Kirschling, PhD, RN, FAAN
Dean and Professor

Oct. 17, 2018

Date



Bruce Jarrell, MD, FACS
Executive Vice President and Provost

10/17/18

Date




Jay Perman, MD
President

10/19/18

Date

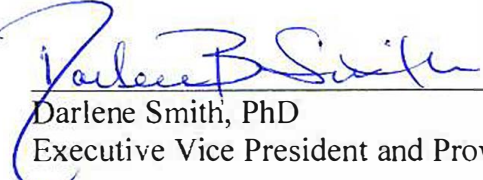
For: University of Baltimore Merrick School of Business



Murray Dalziel, PhD
Dean, Merrick School of Business
and Professor of Management

October 9, 2018

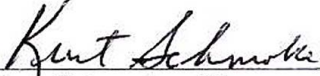
Date



Darlene Smith, PhD
Executive Vice President and Provost

October 1, 2018

Date



Kurt Schmoke, JD
President

October 1, 2018

Date

EXHIBIT A

Master of Science with University of Baltimore Master of Business Administration

Master's in Health Services Leadership and Management (Nursing Administration)	Credits	Master's in Business Administration	Credits
NRS 780 Health Promotion and Population Health	3	ACCT 505 Accounting Essentials	1.5
NRS 782 Organizational Theories: Application to Health Services Management	3	ECON 505 Microeconomics	1.5
NRS 790 Methods for Research and EBP	3	ECON 506 Macroeconomics	1.5
NRS 795 Biostatistics for EBP	3	FIN 505 Essentials of Finance	1.5
NURS 691 Organizational Theory	3	OPM 505 Introduction to Operations Management	1.5
NURS 692 Nursing and Health Services Administration	3	MKTG 505 Marketing Essentials	1.5
NURS 736 Informatics	3	ACCT 605 Performance Management & Accounting Controls	3
		ECON 605 Business and Public Policy in a Global Economy	1.5
		ENTR 605 Creativity and the Entrepreneurial Mindset	1.5
Elective	3	FIN 605 Financial Management	1.5
Elective	3	INSS 605 IT for Business Transformation	3
Elective (Transfer from UB)	3	MGMT 605 Leading with Integrity	1.5
Elective (Transfer from UB)	3		
		MKTG 605 Marketing Strategy	1.5
NURS 695 (Practicum)/Comprehensive Exam	5	OPRE 605 Business Analytics	1.5
TOTAL CREDITS	38	FIN 615 Corporate Finance OR FIN 625 Entrepreneurial Finance	1.5
		MGMT 615 Managing in a Dynamic Environment OR MGMT 625 Collaboration, Negotiation, and Conflict Management	3
		MKTG 615 Customer and Markets OR MKTG 625 Entrepreneurial Marketing	1.5
		OPM 615 Innovation and Project Management OR OPM 625 Operations & Supply Chain Management	3
		MGMT 790 Strategic Management Capstone	3
		TOTAL CREDITS	36

Note: Students begin with the MS core (NRS 780, 782, 790, 795), followed by the HSLM core (NURS 691,692,736) transferred to UB as electives, followed by HSLM elective courses, and lastly practicum (NURS 695). Students complete their degrees consecutively. OPRE 505 and OPRE 506 are waived due to completion of NRS 795 in MS core.

Hines, Angie

Subject: FW: Dual Degree Program MS - MBA UB and UMSON

Please let me know if you need anything further, thanks.

Angie Hines, BS
Senior Academic Services Specialist and Notary Public
Office of the Academic Deans
410-706-4359 *office*/ 410-706-5023 *direct*

655 W. Lombard Street, Suite 404K
Baltimore, MD 21201
www.nursing.umaryland.edu

From: Mech, Ann
Sent: Wednesday, October 31, 2018 12:47 PM
To: Hines, Angie <hines@umaryland.edu>
Subject: FW: Dual Degree Program MS - MBA UB and UMSON

Angie –

To F/U on your pick-up of the missing date in the UB MOU for the dual degree MS / MBA program ...Can you please file this email with the MOU and also insert the dates below into the term section of the document?

Ann Mech, JD, MS, RN
Director, Legal Affairs
University of Maryland School of Nursing
655 W. Lombard Street, Suite 416
Baltimore, Maryland 21201
(410) 706-7646
amech@umaryland.edu

THIS IS A NEW EMAIL ADDRESS

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From: Lemaire, Gail
Sent: Wednesday, October 31, 2018 10:13 AM
To: Mech, Ann <amech@umaryland.edu>
Subject: Fwd: Dual Degree Program MS - MBA UB and UMSON

Here it is.

Gail Schoen Lemaire, PhD, PMHCNS, BC, CNL
Associate Professor
Associate Dean, Master's Program
University of Maryland School of Nursing
655 W. Lombard Street, Suite 404
Baltimore, Maryland 21201
410-706-4914
410-706-3769 (Fax)
Lemaire@umaryland.edu

----- Original message -----

From: "Lemaire, Gail" <lemaire@umaryland.edu>
Date: 10/30/18 10:20 PM (GMT-05:00)
To: Candace Caraco <ccaraco@ubalt.edu>, Justin Daniel <jdaniel@ubalt.edu>
Cc: Marilyn Oblak <moblak@ubalt.edu>, "Mech, Ann" <amech@umaryland.edu>
Subject: Re: Dual Degree Program MS - MBA UB and UMSON

Dear Candace,

Thanks very much. **We will insert the one-year term from September 1, 2018 ending on August 31, 2019.** (Ann, please see below from Candace Caraco at UB.)

Best regards,
Gail

Gail Schoen Lemaire, PhD, PMHCNS, BC, CNL

Associate Professor

Associate Dean, Master's Program

University of Maryland School of Nursing

655 W. Lombard Street Suite 404

Baltimore, Maryland 21204

410-706-4914 (Phone)

410-706-3769 (Fax)

lemaire@umaryland.edu

From: Candace Caraco <ccaraco@ubalt.edu>
Sent: Tuesday, October 30, 2018 5:21 PM
To: Justin Daniel
Cc: Lemaire, Gail; Marilyn Oblak
Subject: RE: Dual Degree Program MS - MBA UB and UMSON

Hi,

I'm sorry that in the volume of email that I didn't see this message immediately.

Yes, the MOU says one year, and I think the dates suggested by Gail are good ones. We often do one year starting from the date of signature, but if we have students enrolled now, the academic year is more sensible.

Candace

Candace Caraco, Ph.D.

Assistant Provost for Academic Affairs, Policies, & Programs

University of Baltimore

(410) 837-5243

ccaraco@ubalt.edu

www.ubalt.edu

From: Justin Daniel

Sent: Tuesday, October 23, 2018 12:58 PM

To: Candace Caraco <ccaraco@ubalt.edu>

Cc: Lemaire, Gail <lemaire@umaryland.edu>; Marilyn Oblak <moblak@ubalt.edu>

Subject: FW: Dual Degree Program MS - MBA UB and UMSON

Importance: High

Hi Candace,

Please the message below from Gail copied on this email.

The University of Maryland School of Nursing is suggesting the agreement term to be 1 year.

Can you confirm if this works or if another time period is preferred?

Thanks,

Justin

Assistant Dean, Graduate Programs and Career Services

University of Baltimore Merrick School of Business

Email: jdaniel@ubalt.edu / Phone: 410.837.5741

From: Lemaire, Gail <lemaire@umaryland.edu>

Sent: Tuesday, October 23, 2018 12:44 PM

To: Justin Daniel <jdaniel@ubalt.edu>

Subject: FW: Dual Degree Program MS - MBA UB and UMSON

Importance: High

Hi Justin,

It was good to meet you briefly last week!

Unfortunately, we did not specify the dates of the agreement. We suggest a one-year term from September 1, 2018 ending on August 31, 2019. Can you confirm with your folks that this is ok and we will insert the information into the signed agreement.

Thanks very much!

Regards,

Gail

Gail Schoen Lemaire, PhD, PMHCNS, BC, CNL
Associate Professor
Associate Dean, Master's Program
University of Maryland School of Nursing
655 W. Lombard Street, Suite 404
Baltimore, Maryland 21201
410-706-4914 (Office)
Fax: 410-706-3769 (Fax)
lemaire@umaryland.edu

PROUD TO **WORK HERE.**
PROUD TO **GIVE HERE.**
THE **CATALYST** CAMPAIGN
2018

For matters or questions
related to a specific program,
please contact the Office of the
Academic Deans at:

CNL Program: NRSGraduate@umaryland.edu Master of Science Programs: NRSGraduate@umaryland.edu Graduate Clinical Compliance: NRSAcademicDeans@umaryland.edu

From: Hines, Angie
Sent: Tuesday, October 23, 2018 12:01 PM
To: Mech, Ann <amech@umaryland.edu>
Cc: Lemaire, Gail <lemaire@umaryland.edu>
Subject: FW: Dual Degree Program MS - MBA UB and UMSON

Hi Dr. Mech,

I hope this email finds you well. Before I send the hard copy of the attached MOU to Baltimore Merrick School of Business I thought best to confirm it is okay that:

- the MOU is printed on regular paper rather than bond paper
- the effective and end dates under the termination section (page 3) are blank

Please let me know if you need anything further, thanks.

Angie Hines, BS
Senior Academic Services Specialist and Notary Public
Office of the Academic Deans
410-706-4359 *office*/ 410-706-5023 *direct*

655 W. Lombard Street, Suite 404K

Baltimore, MD 21201
www.nursing.umaryland.edu

From: Lemaire, Gail
Sent: Monday, October 22, 2018 10:53 AM
To: Hines, Angie <hines@umaryland.edu>
Subject: FW: Dual Degree Program MS - MBA UB and UMSON

Hi Angie,
For our files.
Thanks,
Gail

Gail Schoen Lemaire, PhD, PMHCNS, BC, CNL
Associate Professor
Associate Dean, Master's Program
University of Maryland School of Nursing
655 W. Lombard Street, Suite 404
Baltimore, Maryland 21201
410-706-4914 (Office)
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lemaire@umaryland.edu

PROUD TO **WORK HERE.**
PROUD TO **GIVE HERE.**
THE **CATALYST** CAMPAIGN
2018

For matters or questions
related to a specific program,
please contact the Office of the
Academic Deans at:

CNL Program: NRSGraduate@umaryland.edu Master of Science Programs: NRSGraduate@umaryland.edu Graduate Clinical Compliance: NRSAcademicDeans@umaryland.edu

From: Mech, Ann
Sent: Monday, October 22, 2018 10:14 AM
To: Ward, Roger J <rward@umaryland.edu>
Cc: Lemaire, Gail <lemaire@umaryland.edu>; Prout, Deborah <prout@umaryland.edu>
Subject: Dual Degree Program MS - MBA UB and UMSON

Roger –

I'm sending, for your records, a copy of the fully executed agreement between UMSON and the University of Baltimore to offer a MS – MBA dual degree program.

Ann Mech, JD, MS, RN
Director, Legal Affairs
University of Maryland School of Nursing
655 W. Lombard Street, Suite 416
Baltimore, Maryland 21201
(410) 706-7646
amech@umaryland.edu

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