

Bachelor of Science in Cybersecurity Online Consortium - MOU

MEMORANDUM OF UNDERSTANDING¹

among

the Seven University of Maine System Institutions:

University of Maine
University of Maine at Augusta
University of Maine at Farmington
University of Maine at Fort Kent
University of Maine at Machias
University of Maine at Presque Isle
University of Southern Maine

for the Operation of the

Bachelor of Science in Cybersecurity Online Consortium Program

Since it is incumbent upon the institutions of higher learning in the State of Maine to serve their students in an efficient manner, and

Since budgets for institutions of higher education are limited, and innovative methods must be found to effect economies without affecting quality, and

Since the University of Maine System institutions have as their missions to provide service to students in this state, and

Since distance learning and collaborative efforts can increase accessibility of unique degree programs to Maine residents, therefore,

The seven University of Maine System (UMS) institutions - University of Maine, University of Maine at Augusta, University of Maine at Farmington, University of Maine at Fort Kent, University of Maine at Machias, University of Maine at Presque Isle, and University of Southern Maine - do hereby enter into this Memorandum of Understanding (MOU) for the establishment of the UMS BS-Cybersecurity Consortium and operation of the UMS BS-Cybersecurity Online Program.

I. Definitions

When used in this Memorandum of Understanding, the following terms shall be understood to have the meanings described below.

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- a) **Consortium:** The University of Maine System BS-Cybersecurity Consortium as established in this MOU.
- b) **MOU:** This Memorandum of Understanding, together with any amendments, addenda, or governing policies that have been approved pursuant to the procedures described herein.
- c) **Consortium Institution:** An Institution of the University of Maine System that enters into the Consortium pursuant to the procedures described herein.
- d) **Home Institution:** As to any student participating in the Program, the institution which offers the student's declared focus area is the Home Institution.
- e) **Leadership Committee:** The Consortium will be governed by a committee comprised of one faculty representative selected by each institution's Vice President for Academic Affairs (VPAA) and chaired by a VPAA from one of the Consortium Institutions. The VPAA's from the Consortium Institutions will chair the Leadership Committee on a rotating basis, with the appointment to be determined by the UMS Vice Chancellor for Academic Affairs. Additional members may be added to the Leadership Committee on an as needed basis.
- f) **Program:** The UMS Bachelor of Science in Cybersecurity program offered fully online by the Consortium.
- g) **UMS:** University of Maine System.

II. The UMS BS-Cybersecurity Consortium.

- a) **Composition of the Consortium.** The Consortium shall consist of Consortium Institutions. As of the date of this MOU, the Consortium Institutions are the seven institutions of the University of Maine System: University of Maine, University of Maine at Augusta, University of Maine at Farmington, University of Maine at Fort Kent, University of Maine at Machias, University of Maine at Presque Isle, and University of Southern Maine.
- b) **Oversight of the Consortium.** The Consortium will be governed by the Leadership Committee. This body will set policies and procedures related to the Consortium and Program, which may include, but are not limited to, items such as the adoption of a common learning management system, common application, and common registration system; marketing of the

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- Program; establishment of additional focus areas; pursuit of specialized accreditation/recognition (e.g., NSA/DHS recognition as a CAE/IA Cyber Defense); and curricular requirements, modifications, and assessment of the Program.
- c) **Additional Consortium Institutions.** Additional Institutions may be added to the Consortium upon the recommendation of the Leadership Committee and the written approval of the president of each Consortium Institution. New Consortium Institutions, if admitted, shall be required to sign an addendum to this MOU accepting the terms hereof and shall enter the Consortium at the beginning of the next academic year after approval.
 - d) **Withdrawal of Consortium Institutions.** Any Consortium Institution may withdraw from the Consortium upon written notification to the Leadership Committee from that Consortium Institution's president. The Consortium Institution must give at least 12 months' notice of withdrawal.
 - e) **Removal of Consortium Institutions.** Any Consortium Institution that fails to conform to the policies established by the Leadership Committee will be notified in writing by the Vice Chancellor for Academic Affairs of the University of Maine System and given adequate time and opportunity to return to compliance. If that does not happen, the Consortium Institution will be removed from the Consortium. In such cases, an addendum to this MOU will reflect this change in the Consortium.

III. Operation of the Program.

- a) **Admissions.** Each of the Consortium Institutions may admit qualified students into the Program. Students must meet agreed upon age and prior credit requirements, and the home institution's transfer and/or re-entry requirements.
- b) **Academic Policies.** Each student in the Program shall abide by the pertinent academic rules, policies, and procedures of his or her Home Institution. Grade appeals, disciplinary matters, and other policy issues shall be handled through the students' Home Institution. As needed, other policies regarding academic matters will be developed by the Leadership Committee.
- c) **Finances.** Program tuition and fees shall be set by approval of the University of Maine System. Each Home Institution will bill and collect tuition and fees from its enrolled students, as well as award financial aid and process billing and enrollment certification for Veterans Affairs educational benefits. As needed, policies

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regarding fiscal matters will be developed by the Leadership Committee.

Consortium members will agree to a program price and to a revenue share plan for each program offered through this arrangement. Details of the program price(s) will be included as addenda to this Memorandum of Understanding as agreed upon by member institutions.

- d) **Faculty.** All courses applicable to the Cybersecurity program must be taught by UMS faculty. As the common core courses are offered collaboratively, credentials of faculty teaching common core courses must be on file with each Consortium Institution.
- e) **Program Coordinator.** Each Consortium Institution will appoint a University representative to serve as program coordinator and will identify program academic advisors. The contact information for the program coordinator and academic advising must be provided for posting on the BS - Cybersecurity website.
- f) **Delivery of Core Courses.** All common collaborative core courses (36 hours) will be delivered online. The course rotation schedule and the term calendars will be approved by the Leadership Committee, and all institutions must adhere to that schedule. The remaining 30-34 hours of electives and 12 hours of focus area electives for the program will be delivered online by the home institutions.
- g) **Common Collaborative Core Courses.** Each Consortium Institution will be responsible for developing and offering one or more of the core courses (36 hours) in cybersecurity, at an agreed-upon frequency. All common core courses will be offered fully online, and through a common learning management system. Common core courses will have numbers specific to the degree that will be utilized in a uniform manner throughout all participating institutions. All common core courses must be added to each Consortium Institution's academic catalog, and all Consortium Institutions will award credit for common core courses taught by other Consortium Institutions
- h) **Concentration Area and Elective Courses.** Each Consortium Institution may identify, in conjunction with the Leadership Committee, a focus area concentration of 12 hours, which will include one capstone course in which students will synthesize and apply the learning outcomes, skills, and knowledge acquired through the program. Additionally, each Consortium Institution will identify, in conjunction with the Leadership Committee, 30-34 hours of electives that will further the learning objectives of the collaborative core. The BS - Cybersecurity curriculum for each Home Institution must adhere to that institution's policies for curriculum development.

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- i) **Awarding of Degrees.** All institutions must be approved by the Maine Board of Trustees to award the Bachelor of Science in Cybersecurity degree. A student's Home Institution is the degree-awarding institution.

This agreement is to be reviewed and evaluated annually after the first year of implementation.

APPROVED:

Dr. Susan Hunter Date
President
University of Maine

Dr. Glenn Cummings Date
President
University of Maine at Augusta

Dr. Kathryn Foster Date
President
University of Maine at Farmington

Mr. Wilson Hess Date
President
University of Maine at Fort Kent

Dr. Cynthia Huggins Date
President
University of Maine at Machias

Dr. Linda Schott Date
President
University of Maine at Presque Isle

Dr. David Flanagan Date
President
University of Southern Maine

¹ Reference: This agreement is modelled on the University of Louisiana System Bachelor of Arts in Organizational Leadership Memorandum of Understanding