

MEMORANDUM OF UNDERSTANDING
BETWEEN
U.S. ARMY SCHOOL OF MUSIC
AND
REGENT UNIVERSITY

SUBJECT: Memorandum of Understanding for Continuing Education Opportunity

1. Background. Regent University (RU) and the U.S. Army School of Music (USASOM), recognizing the need to facilitate a robust credit awarding experience for students based on leadership training received through the United States Army and its affiliated partner service-schools, resolve to adopt this Memorandum of Understanding (MOU), whereby RU provides special opportunities to assist U.S. Army Soldiers with relevant and meaningful credit awarding based on a tiered approach from their military training. In an effort to increase credit awarding for concentration courses within the context of RU's graduate degree offerings, RU and USASOM adopt the following MOU.

2. References.

a. U.S. Army Regulation 621-1, Training of Military Personnel at Civilian Institutions, dated 28 August 2007.

b. U.S. Army Regulation 621-5, Army Continuing Education System, dated 6 September 2009.

c. TRADOC Policy Letter 13, Subject: TRADOC Centers of Excellence and Schools Guidance on Collaboration, Agreements and Partnerships with Civilian Educational and Vocational Institutions, dated 30 January 2017.

d. TAG Memorandum, Subject: Army Continuing Education Degree Program (CEDP) Implementation, dated 17 December 2017.

3. Admissions Practices.

a. This agreement does not guarantee admission to RU, and that acceptance into any academic program offered by RU requires the student to meet the same standards and criteria for admission to a major degree sequence as other students.

b. All students shall be required to comply with all rules, regulations, policies, and standards of RU. The students shall be responsible for all tuition and other charges of RU. Enrollment capacity may be limited.

c. Active-duty Soldiers wishing to utilize tuition assistance (TA) programs are required to use the GoArmyEd portal for the initial application and subsequent course registration, and are subject to the terms set forth by the applicable agencies.

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d. Accepted students will also be required to work with a RU academic advisor to ensure proper registration and course availability.

e. Students must have a conferred bachelor’s degree from a regionally accredited institution in order to be considered for admission into the MAOL degree program.

4. Credit Awarding.

a. Common core credit awarding for military education/experience regardless of MOS toward the MAOL (Interdisciplinary concentration) degree:

(1) Concentration Courses (9 credit hours)

(2) UNIV500 (2 credit hours)

b. Maximum transfer credit allowable under this agreement is 11 credit hours.

c. Only staff and faculty members who have been assigned to the USASOM and have successfully completed the following military training courses are eligible:

(1) Cadre Training Course (CTC)

(2) Common Faculty Development – Instructor Course (CFD-IC)

(3) Common Faculty Development – Developer Course (CFD-DC)

(4) Advanced Leaders Course (ALC)

d. Beyond the 11 hours of advanced standing as provided by RU, students must complete all other program and degree requirements.

5. Course Credit.

Master of Arts in Organizational Leadership (Interdisciplinary Studies Concentration)		
Army Course	Regent Equivalent	Hours Granted
ALC, CTC, CFD-IC, CFD-DC*	Concentration Course	3
ALC, CTC, CFD-IC, CFD-DC*	Concentration Course	3
ALC, CTC, CFD-IC, CFD-DC*	Concentration Course	3
ALC, CTC, CFD-IC, CFD-DC*	UNIV500 – Foundations of Graduate Success	2
	Total	11
* CFD-DC can be substituted for CFD-DC		

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6. Army Training Courses.

a. **Advanced Leaders Course (ALC)** - a 240-hour residential course designed to provide Army leaders with the skills necessary to train, develop, mentor, and lead subordinates and peers alike within the scope of institutional and operational training and education settings. The course goal is to develop small unit and team leaders by preparing them to understand the complexities of the modern Army and all conflicts within the organizational environment, both internal and external.

b. **Cadre Training Course (CTC)** - a mandatory one-week resident course (40 hours) designed to provide organizational staff leaders with a thorough understanding of the initial military training environment, organization, policies and procedures, leadership training, evaluation, performance management, and administration. The course intent is to provide all staff leaders with the requisite knowledge and skills to properly execute mission command in the initial military training environment.

c. **Common Faculty Development – Instructor Course (CFD-IC)** - an 80 hour course designed for new faculty (e.g. instructors, trainers, and facilitators). It is a competency-based course: the learning objectives are based on internationally recognized instructor competencies published by the International Board of Standards for Training, Performance, and Instruction (ibstpi). The course prepares new faculty to teach, train, and facilitate learning in an adult learning environment. Throughout the course, new faculty will have an opportunity to practice teaching, working from short, simple practicum exercises to increasingly longer and more complex ones, culminating in an end of course lesson presentation. The summative assessment will occur at the end of the course and consist of an individual 30- to 50-minute practicum.

d. **Common Faculty Development – Developer Course (CFD-DC)** - an 80-hour course designed to provide Army training and curriculum developers with the skills necessary to produce lesson plans and instructional products for institutional and operational training and education settings. The course goal is to introduce developers to the process of lesson plan development using the Analysis, Design, Development, Implementation, and Evaluation (ADDIE) and the Accountable Instructional System (AIS). The course concludes with a Capstone Exercise in which students present their final project to the rest of the class.

e. **Foundation Training Developer Course (FTDC)** (no longer offered) - a 40-hour course designed to prepare noncommissioned, warrant, and commissioned officers, DoD civilians, and defense contractors to develop training or training products. This course provides training developers with an overview of how to prepare effective training products using the Analysis, Design, Development, Implementation, and Evaluation (ADDIE) process.

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7. Responsibilities of Regent University.

- a. RU will develop and implement applicable training and internal processes in order to accommodate consistent credit awarding protocols for U.S. Army Soldiers.
- b. RU will include the USASOM website hyperlink on their website under the existing military partners section.
- c. RU will provide USASOM with information and materials about its school and applicable programs, both hard copy and electronically, and will promote the partnership through recruitment events as well as Regent-general marketing campaigns.

8. Responsibilities of the U.S. Army School of Music.

- a. USASOM will announce the creation of this MOU to all applicable stakeholders.
- b. USASOM will allow RU to provide robust student support services to students in the program.
- c. USASOM will invite RU to provide onsite information briefings twice annually within the context of educational and programmatic updates.

9. Terms and Termination.

- a. Federal laws prohibit USASOM from endorsing or giving an appearance of special treatment to non-Federal entities, including Regent University. As such, each party's website listing, or other publically disclosed or available materials, will reflect no more than the existence and substance of this MOU and will avoid any implication that USASOM, the Army, or the Department of Defense endorses or gives special treatment to Regent University.
- b. Each party may use the other party's logo or trade or service mark for the limited purpose of publication in accordance with this agreement.
- c. This MOU shall become effective upon the last signature date of the duly designated representatives of RU and USASOM. It shall remain in effect for a minimum of three (3) years from that date. The MOU will be automatically extended for another three (3) year period provided neither party to the MOU objects. The MOU may be terminated by either party at any time, provided that a minimum of sixty (60) day written notice is provided by the other party.
- d. Any dispute relating to this MOU will, subject to any applicable law, Executive order, directive, or instruction, be resolved by consultation between the Parties or in accordance with Department of Defense Instruction 4000.19.

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10. Points of Contact.

a. For U.S. Army School of Music

(1) Master Sergeant Larry Collins, Faculty & Staff Development, (757) 462-5104,
larry.e.collins.mil@mail.mil.

(2) Nakita Freeman, Executive Assistant to Colonel Pulver, (757) 462-5687,
nakita.d.freeman.civ@mail.mil.

b. For Regent University

(1) Mr. Bill Snow, Military Resource Center Advisor, (757) 352-4757,
bsnow@regent.edu.

(2) Ms. Angela Gast, Administrative Assistant to Dr. Moreno-Riaño,
(757) 352-4320, agast@regent.edu.

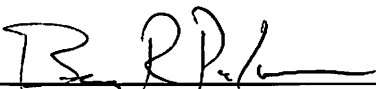
The parties have executed this Agreement by signing below.



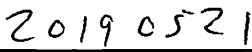
GERSON MORENO-RIANO, Ph.D.
Executive Vice President, Academic Affairs
Regent University



(Date)



BRUCE R. PULVER
Colonel, Adjutant General
Commandant, U.S. Army School of Music



(Date)