

**MEMORANDUM OF AGREEMENT**  
**Between**  
**COASTAL CAROLINA UNIVERSITY**  
**And**  
**HORRY GEORGETOWN TECHNICAL COLLEGE**

This Memorandum of Agreement (“MOA”) is made between Coastal Carolina University (hereinafter “CCU”) and Horry-Georgetown Technical College (hereinafter “HGTC”) and becomes effective as of the date in the term section below.

Horry-Georgetown Technical College is a publicly supported comprehensive community/technical college, part of the SC Technical College System, and is authorized to award associate degrees, diplomas, and certificates. Coastal Carolina University is a public, mid-sized, comprehensive liberal arts-oriented institution offering undergraduate and graduate degrees. Both institutions are accredited by the Southern Association of Colleges and Schools Commission on Colleges.

**PURPOSE**

The purpose of this MOA is to articulate the terms and conditions of students transferring from HGTC’s AAS program in Digital Arts into the CCU’s BA program in Graphic Design.

**TERM**

This MOA shall be effective as of **August 1st, 2022**. This memorandum will be reviewed annually by both parties and amended as mutually agreed upon during that review.

**AVAILABLE COURSES/ADMISSIONS REGULATIONS**

CCU will accept all transfer credit that is established by the South Carolina Transfer Articulation Center (<https://www.sctrac.org/>). This agreement employs established equivalencies and program requirement waivers to create the 2 + 2 agreement. The standard equivalencies that are relevant to this agreement are given in Appendix A. Importantly, for this agreement, ARV 219, ARV 264, and CGC 250 will count toward the Graphic Design cognate requirement, leaving students with one more course to take at CCU to satisfy that cognate requirement. Additionally, MKT 101 and ARV 282 will count as the elective credits toward the Graphic Design degree requirements. These last five courses referenced are also listed in Appendix B.

**TARGET STUDENTS**

Students transferring from HGTC’s Digital Arts AAS to CCU’s BA in Graphic Design.

**OBLIGATIONS OF HGTC**

- A. HGTC will advise its students of the details of the agreement as they pertain to admission requirements and transfer credits and will appoint an HGTC faculty member to be responsible for these matters.
- B. HGTC will appoint a HGTC faculty member to be responsible for coordinating the implementation of the courses related to this agreement.

**OBLIGATIONS OF COASTAL CAROLINA UNIVERSITY**

- A. CCU shall accept a maximum of ninety (90) credit hours of articulated HGTC coursework towards CCU’s Bachelor of Arts in Digital Arts.
- B. There are 86 universally transferrable courses approved by the public colleges and universities and the South Carolina Commission on Higher Education as well as additional courses that are already approved for transfer

credit by Coastal Carolina University. See the full list in *The Transfer Guide and Academic Plan*.

<https://www.coastal.edu/media/2015ccuwebsite/contentassets/documents/admissions/pdf/majorsheets/2021-2022%20Transfer%20Guide%20&%20Academic%20Plan.pdf>

These courses listed in the *Transfer Guide and Academic Plan* are the standard equivalencies. CCU shall continue to accept standard equivalencies as well as MOA-specific course equivalencies not included in the standard equivalencies. MOA-specific course equivalencies are those equivalencies created by this agreement.

- C. CCU will appoint a CCU faculty member to be responsible for addressing issues that may arise related to this MOA so that issues may better be collectively resolved.
- D. If the MOA is dissolved after a student admitted under the terms of this MOA becomes a CCU student, the student will be allowed to complete their degree under the terms of the MOA in a reasonable time frame. This will typically be considered to be three years from their first semester.
- E. If the student changes majors, any MOA-specific equivalencies are subject to evaluation by the new department.

### **MUTUAL OBLIGATIONS OF CCU AND HGTC**

- A. For MOA-specific course equivalencies not included in the standard equivalences, CCU and HGTC shall work together to try to ensure that these equivalencies last the life of the MOA. Yearly evaluations and inter-institution communications will alert both parties to curricular changes that may necessitate revision of the MOA. Should it be determined that any of the MOA-specific course equivalences are ultimately ineligible for a course equivalency due to factors unforeseen at the time of this agreement, both CCU and HGTC will work to notify students of this change.
- B. CCU and the HGTC agree to jointly and collaboratively recruit students and develop guides and related materials for use in advisement and recruitment activities. Such materials shall include but not be limited to brochures, fliers, and informational sessions for HGTC students.
- C. CCU and HGTC agree to notify each other of relevant changes in the curriculum.
- D. CCU and HGTC shall work collaboratively to ensure consistency in student advising as it relates to the terms of this agreement.
- E. CCU and HGTC shall adhere to all confidentiality regulations promulgated by federal, state or local governments with regard to the treatment of student records as well as those governing the information retained and distributed by CCU.
- F. In all hiring or employment made possible by or resulting from this Agreement, CCU and HGTC agree there shall be no discrimination against any employee or applicant for employment because of disability, age, race, religion, sex or national origin.
- G. Nothing in this Agreement shall be construed as guaranteeing HGTC students, who complete some eligible courses for transfer credit, admission to Coastal Carolina University.
- H. CCU and HGTC shall comply with all requirements of applicable federal and state laws, including but not limited to the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans With Disabilities Act of 1990 and the Drug Free Workplace Act.

### **OBLIGATIONS OF STUDENTS**

- A. Students shall consult CCU's Course Catalog, University policies and procedures and admission requirements for guidance on specific academic programs and additional details regarding admission to the University.
- B. Students shall meet with a Coastal Carolina University advisor prior to enrolling in CCU's coursework. The student's meeting with an advisor shall take place prior to graduation from HGTC, or as soon as possible following the student's completion of the associate degree.
- C. Students shall be in good standing with HGTC and enroll in courses at CCU in order to be eligible for CCU course equivalency.

### **TERMINATION**

Either CCU or HGTC may terminate this MOA at any time by giving written notice of said termination, should

the other party fail to substantially perform its obligations under the MOA. Either party may terminate this MOA without cause at any time, upon mutual agreement between the parties, or by giving the other party at least 60 days advance written notice which does not interrupt the conclusion of a course or course sequence in progress.

**GENERAL PROVISIONS**

- A. This MOA constitutes the entire agreement of the parties hereto, and supersedes all prior understandings with respect to the subject matter hereof.
- B. This agreement, including any and all appendices may be amended only by an instrument in writing executed by both parties hereto. The modification of an appendix shall in no way alter any other terms and conditions in the agreement.
- C. Should any provision of this MOA be declared or be determined by any court to be illegal or invalid, the validity of the remaining parts, terms, and provisions shall not be affected thereby, and said illegal or invalid part, term, or provision shall be deemed not to be a part of this MOA.
- D. This MOA may not be assigned by either party hereto without prior written consent of the other parties. Nothing in this MOA, express or implied, is intended to confer upon any person, other than the parties to this MOA and their successors and permitted assigns, any rights or remedies under or by reason of this MOA.
- E. This MOA shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns.
- F. If default be made in the performance of or compliance with any obligations herein, by either party, the non-prevailing party in any action brought to enforce the terms of this MOA shall be responsible to the prevailing party for the reimbursement of all reasonable attorneys' fees and costs incurred by the prevailing party in such action.
- G. The section and paragraph headings in this MOA are for reference purposes only and shall not affect the meaning or interpretation of this MOA.
- H. This MOA may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute the same instrument.
- I. This MOA shall be construed and interpreted in accordance with the laws of the State of South Carolina.
- J. All notices or other communications required or permitted to be given under this MOA shall be in writing and shall be deemed given to a party when (a) delivered by hand or by a nationally recognized overnight courier service (costs prepaid), (b) sent by facsimile or e-mail with confirmation of transmission by the transmitting equipment, or (c) received or rejected by the addressee, if sent by certified mail, postage prepaid and return receipt requested, in each case to the following:

**If to HGTC:**

Dr. Jennifer Wilbanks  
Executive Vice President for Academics  
Horry Georgetown Technical College  
2050 Highway 501 East  
Conway, Sc 29526  
[jennifer.wilbanks@hgtc.edu](mailto:jennifer.wilbanks@hgtc.edu)

**AND**

Dr. Marilyn J. Fore  
President  
Horry Georgetown Technical College  
2050 Highway 501 East  
Conway, SC 29526  
[Marilyn.Fore@hgtc.edu](mailto:Marilyn.Fore@hgtc.edu)

**If to CCU:**

Daniel J. Ennis  
Provost & Vice-President for Academic Affairs  
Coastal Carolina University  
Post Office Box 261954  
Conway, SC 29528-6054  
[dennis@coastal.edu](mailto:dennis@coastal.edu)

**AND**

Carlos C. Johnson  
Senior VP and University Counsel  
Coastal Carolina University  
Post Office Box 261954  
Conway, SC 29528-6054  
[carlosj@coastal.edu](mailto:carlosj@coastal.edu)

**{The Parties' Signatures Appear on the Following Page}**

**IN WITNESS WHEREOF**, Coastal Carolina University has caused this Memorandum of Agreement to be executed as of the date first above written.

DocuSigned by:

*Michael T. Benson*

Dr. Michael T. Benson  
President  
Coastal Carolina University

DocuSigned by:

*Daniel Ennis*

Dr. Daniel Ennis  
Provost & Executive VP for Academic Affairs  
Coastal Carolina University

DocuSigned by:

*Claudia Bernholdt*

Dr. Claudia Bernholdt  
Dean of Edwards College of Fine Arts and Humanities  
Coastal Carolina University

**IN WITNESS WHEREOF**, Horry-Georgetown Technical College has caused this Memorandum of Agreement to be executed as of the date first above written.

DocuSigned by:

*Marilyn Fore*

Dr. Marilyn J. Fore  
President  
Horry-Georgetown Technical College

DocuSigned by:

*Jennifer Wilbanks*

Dr. Jennifer Wilbanks  
Executive Vice President for Academics  
Horry-Georgetown Technical College

DocuSigned by:

*Daniel G. Wyson*

Dr. Daniel G. Wyson  
Assistant Vice President for Academic Affairs/  
Dean School of Public Service, Teacher Education, and Technologies  
Horry-Georgetown Technical College

## APPENDIX A

Appendix A lists all of the standard course equivalencies relevant to the agreement.

| <b>Course Equivalencies Matrix</b>           |   |   |
|--|---|---|
| <b>HGTC Courses</b>                          | <b>Criteria for Course Equivalency Credit</b> | <b>CCU Course</b>                           |
| ENG 101 – English Composition I <sup>1</sup> | A grade of ‘C’ or better                      | ENGL 101 – Composition                      |
| ENG 102 – English Composition II             | A grade of ‘C’ or better                      | ENGL 102 – Composition and Critical Reading |
| ART 101 – Art History and Appreciation       | A grade of ‘C’ or better                      | VPA 103 – Topics in the Fine Arts           |
| ART 108 – History of Western Art             | A grade of ‘C’ or better                      | ARTH 106 – History of Western Art II        |
| ARV 101 – Early Art Communications           | A grade if ‘C’ or better                      | ARTH 105 – History of Western Art I         |
| ARV 110 – Computer Graphics I                | A grade of ‘C’ or better                      | ARTS 105 – Fundamentals of Art III          |
| ARV 121 – Design                             | A grade of ‘C’ or better                      | ARTS 103 – Fundamentals of Art I            |
| ARV 162 – Graphic Reproduction I             | A grade of ‘C’ or better                      | ARTD 201 – Graphic Design I                 |
| ARV 163 – Graphic Reproduction II            | A grade of ‘C’ or better                      | ARTD 202 – Graphic Design II                |
| ARV 210 – Computer Graphics II               | A grade of ‘C’ or better                      | ARTD 202 – Graphic Design II                |
| ARV 212 – Digital Photography                | A grade of ‘C’ or better                      | ARTS 262 – Introduction to Photography      |

<sup>1</sup> ENG 155 (Communications I) and ENG 160 (Technical Communications) taken at HGTC will transfer in as ENGL 290 (Intro to Business Comm) and ENGL 211 (Intro to Tech/Profess Writing), respectively. However, students should take ENG 101 (English Composition I) and ENG 102 (English Composition II) at HGTC so that they can satisfy the core curriculum requirement of taking ENGL 101 (Composition) and ENGL 102 (Composition & Critical Reading).





|  |                          |                                       |
|--|--------------------------|---------------------------------------|
| ARV 227 – Web Site Design I                | A grade of ‘C’ or better | ARTD 205 – Design for the Screen      |
| ARV 261 – Advertising Design I             | A grade of ‘C’ or better | ARTD 201 – Graphic Design I           |
| ARV 262 – Advertising Design II            | A grade of ‘C’ or better | ARTD 202 – Graphic Design II          |
| ARV 264 – Special Projects in Graphic Arts | A grade of ‘C’ or better | ELEC 3XX                              |
| ARV 276—Studio Production                  | A grade of ‘C’ or better | ARTS XXX                              |
| ARV 280—Visual Arts Exit Portfolio         | A grade of ‘C’ or better | ARTS XXX                              |
| CGC 106 – Typography                       | A grade of ‘C’ or better | ARTD 208 – Typography I               |
| MAT 110 – College Algebra                  | A grade of ‘C’ or better | MATH 130 – College Algebra            |
| MAT 120 – Probability and Statistics       | A grade of ‘C’ or better | STAT 201 – Elementary Statistics      |
| MKT 101 – Marketing                        | A grade of ‘C’ or better | MKT XXX                               |
| SPC 205 – Public Speaking                  | A grade of ‘C’ or better | COMM 140 – Modern Human Communication |
| SOC 101—Sociology                          | A grade of ‘C’ or better | SOC 101—Introductory Sociology        |
| PSY 201– General Psychology                | A grade of ‘C’ or better | PSYC 101–General Psychology           |

**APPENDIX B**

Appendix B references unique articulation mechanisms for this agreement.

| <b>HGTC Courses</b>                               | <b>Criteria for Course Equivalency Credit</b> | <b>CCU Course</b>                                       |
|---|---|---|
| ARV 219 – Multimedia Techniques                   | A grade of ‘C’ or better                      | Counts toward cognate requirement, comes in as ELEC 3XX |
| ARV 264—Special Projects in Graphic Arts          | A grade of ‘C’ or better                      | Counts toward cognate requirement, comes in as ELEC 3XX |
| CGC 250 – Special Projects in Commercial Graphics | A grade of ‘C’ or better                      | Counts toward cognate requirement, comes in as ELEC 3XX |

HGTC (A.A.S. in Digital Arts) + CCU degree in: Graphic Design (B.A.)

| <br>Freshman Year |                                |           | <br>Sophomore Year |   |           | <br>Junior Year |  |           | <br>Senior Year |                                |            |
|--|--------------------------------|-----------|---|---|-----------|--|--|-----------|--|--------------------------------|------------|
| Course   | Course Description             | Credits   | Course  | Course Description                      | Credits   | Course   | Course Description                     | Credits   | Course   | Course Description             | Credits    |
| <b>First Semester (Fall 1)</b>   |                                |           | <b>Fourth Semester (Fall 2)</b>   |   |           | <b>Fifth Semester (Fall 3)</b>   |  |           | <b>Seventh Semester (Fall 4)</b>   |                                |            |
| ENG 101  | English Composition I          | 3         | ARV 163   | Graphic Reproduction II                 | 3         | Core IA  | Critical Thinking and Reasoning course | 3         | Core IIB   | Human and Social Behavior      | 3          |
| ART 101  | Art History and Appreciation   | 3         | ARV 261   | Advertising Design I                    | 3         | Core IC  | Communication Across Cultures course   | 5         | Core IIC   | Humanistic Thought             | 3          |
| ARV 121  | Design                         | 3         | MKT 101   | Marketing                               | 3         | ARTS 104   | Fundamentals of Art II                 | 3         | ARTS 298   | Concepts in Artistic Process   | 3          |
| ARV 212  | Digital Photography            | 3         | PSY 201 or SO   | General Psychology or Sociology         | 3         | ARTS 111   | Fundamentals of Drawing I              | 3         | ARTD 301   | Graphic Design III             | 3          |
| ARV 110  | Computer Graphics I            | 3         | MAT 155   | Contemporary Mathematics                | 3         |  |  |           | HIST 201/POLI 201  |                                | 3          |
|  | <b>Total</b>                   | <b>15</b> |   | <b>Total</b>                            | <b>15</b> |  | <b>Total</b>                           | <b>14</b> |  | <b>Total</b>                   | <b>15</b>  |
| <b>Second Semester (Spring 1)</b>  |                                |           | <b>Fifth Semester (Spring 2)</b>  |   |           | <b>Sixth Semester (Spring 3)</b>   |  |           | <b>Eighth Semester (Spring 4)</b>  |                                |            |
| ENG 102  | English Composition II         | 3         | ARV 219   | Multimedia Techniques                   | 3         | ARTS 112   | Fundamentals of Drawing II             | 3         | Core IIC   | Humanistic Thought             | 3          |
| ART 108  | History of Western Art         | 3         | CGC 250   | Special Projects in Commercial Graphics | 3         | ARTD 108   | A Survey of Graphic Design             | 3         | ARTD 302   | Graphic Design IV              | 3          |
| ARV 210  | Computer Graphics II           | 3         | ARV 262   | Advertising Design II                   | 3         | ARTH XXX   | 2XX or above 3 credit course           | 3         | ARTD 497   | The Designer as a Professional | 3          |
| CGC 106  | Typography I                   | 3         | ARV 264   | Special Projects in Graphic Arts        | 3         | CORE II A  | Scientific Concepts                    | 4         | ARTS course  | 3 credit ARTS course from list | 3          |
| ARV 162  | Graphic Reproduction           | 3         |   | <b>Total</b>                            | <b>12</b> | Core I D   | Quantitative literacy                  | 3         | Cognate  |                                | 3          |
|  | <b>Total</b>                   | <b>15</b> |   | <b>Total</b>                            | <b>12</b> |  | <b>Total</b>                           | <b>16</b> |  | <b>Total</b>                   | <b>15</b>  |
| <b>Third Semester (Summer 1)</b>   |                                |           |   |   |           |  |  |           |  |                                |            |
| ARV 276  | Studio Practicum               | 3         |   |   |           |  |  |           |  |                                |            |
| ARV 280  | Visual Arts Portfolio          | 3         |   |   |           |  |  |           |  |                                |            |
| ARV 227  | Website Design                 | 3         |   |   |           |  |  |           |  |                                |            |
|  | <b>Total</b>                   | <b>9</b>  |   |   |           |  |  |           |  |                                |            |
|  | <b>Sub total Freshman Year</b> | <b>39</b> |   | <b>Sub total Sophomore Year</b>         | <b>27</b> |  | <b>Sub total Junior Year</b>           | <b>30</b> |  | <b>Sub total Senior Year</b>   | <b>30</b>  |
|  |                                |           |   | <b>Total HGTC Credit</b>                | <b>66</b> |  |  |           |  | <b>Total CCU Credit Hours</b>  | <b>60</b>  |
|  |                                |           |   | <b>Total Transferrable Credit Hours</b> | <b>66</b> |  |  |           |  | <b>Total Credit Hours</b>      | <b>126</b> |