

MEMORANDUM OF UNDERSTANDING between  
MINNESOTA STATE UNIVERSITY,  
MANKATO and  
RED LAKE NATION COLLEGE

This Memorandum of Understanding ("MOU") is made this 1st day of April, 2020 by and between Minnesota State University, Mankato (Minnesota State Mankato), Mankato, Minnesota, and Red Lake Nation College ("RLNC"), Red Lake, Minnesota. This MOU represents the understanding of the undersigned parties ("the Parties") with respect to academic, and workforce training collaboration.

**I. Purpose**

WHEREAS, Minnesota State University, Mankato and Red Lake Nation College are collaborative partners for higher education and workforce development, sharing a history of cooperation that both Parties wish to build on; and,

WHEREAS, the Parties are committed to promoting economic development, through education and workforce development, in order to meet industry demand and keep the best and brightest of our students in Minnesota,

Now, therefore, the Parties agree as follows:

Minnesota State University, Mankato and Red Lake Nation College, in recognition of their continued collaboration, agree to establish a program that allows RLNC students dual admission to Minnesota State Mankato while enrolled at RLNC.

**II. Scope of Agreement**

The Parties wish to explore the development of areas of cooperation including but not limited to programs of study, transfer programs, and related services offered by either institution and deemed mutually desirable and feasible by the Parties. This MOU outlines the intentions of the parties with specific program arrangements outlined in separate attachments. Programs including Articulation Agreements, Dual Education Programs, and Joint Educational Programs are subject to review by Minnesota State Mankato's and RLNC's HLC Liaison for compliance with accreditation standards.

**III. Minnesota State Mankato-RLNC Dual Admissions Program**

Minnesota State Mankato and RLNC will provide eligible students an opportunity to be dually admitted in both institutions under the dual admissions program. The dual admissions program allows RLNC students who meet the defined prerequisites to be admitted at Minnesota State Mankato after completing 24 or more transferable credits at RLNC. RLNC students transfer to Minnesota State Mankato as a junior after completing their AA degree. In the transition period, typically the second year at RLNC, students enrolled in the dual admissions program are provided limited access to student activities with other Minnesota State Mankato students attending Minnesota State Mankato classes. The parties have outlined the specific components of the program, including detailed roles and responsibilities, in Attachment A.

MEMORANDUM OF UNDERSTANDING between  
MINNESOTA STATE UNIVERSITY,  
MANKATO and  
RED LAKE NATION COLLEGE

**IV. Proprietary Information**

During the course of their collaboration, the Parties, to the extent of their rights, may exchange proprietary and confidential information if they mutually desire to do so. The rights and obligations of the Parties with respect to the exchange of proprietary and confidential information would be defined pursuant to a separate Non-Disclosure Agreement (NDA) signed by the Parties.

**V. Intellectual Property**

If either Party finds that an activity undertaken pursuant to this agreement may result in the creation of intellectual property or may require the sharing of proprietary information, the Parties agree to negotiate separate agreements to address those matters as covered by Minnesota State policy. Neither Party shall construe any part of this MOU as an endorsement of the products or services of the other.

**VI. Term and Termination**

Either Party may terminate this MOU by providing sixty (60) days written notice to the other Party. Where specific initiatives have been contracted, the contract will supersede this MOU for the purposes of the specific initiative. This MOU will be reviewed every three years.

**VII. Rights and Duties**

Development of specific programs or other agreements will be contingent on mutual consent, availability of funds, and approval of each institution. This Memorandum of Understanding is not a contractual obligation between the two Parties, and in no way shall conflict with, modify, or negate clauses of any contracts which have been or are to be negotiated between the Parties. Each Party will bear all costs, risks, and liabilities incurred by it arising out of its obligations and efforts under this MOU.

This MOU does not create any right or benefit, enforceable by law or equity, against a Party, its officers or employees, or any other person or entity. This MOU is entered into on a non-preferential basis, and either Party may undertake similar MOUs with other entities on a non-preferential basis. Either Party may withdraw from this MOU upon timely notification to the other Party.

MEMORANDUM OF UNDERSTANDING between  
MINNESOTA STATE UNIVERSITY, MANKATO and  
RED LAKE NATION COLLEGE

IN WITNESS WHEREOF, this MOU is executed by the Parties hereto by their respective undersigned and authorized officers as of the date first written above.

**On Behalf of Minnesota State University, Mankato:**

DocuSigned by:

*Richard Davenport*

Richard Davenport, President  
Minnesota State University, Mankato

DocuSigned by:

*Matt Cecil*

Matt Cecil, Provost, Senior VP for Academic Affairs  
Minnesota State University, Mankato

**On Behalf of Red Lake Nation College:**

DocuSigned by:

*Dan King*

Dan King, President  
Red Lake Nation College

DocuSigned by:

*Mandy Schram*

Mandy Schram, Vice President of Operations and Academic Affairs  
Red Lake Nation College

MINNESOTA STATE UNIVERSITY, MANKATO and  
RED LAKE NATION COLLEGE

**Attachment A: Dual Admissions Program**

**Purpose:** Define the student and institutional obligations for Minnesota State Mankato-RLNC dual admissions program.

**Minnesota State Mankato agrees to:**

- 1) Agrees to accept RLNC students meeting criteria outlined below.
- 2) Agrees to accept the completion of RLNC's Associate of Arts, Liberal Education, degree (AA) as meeting Minnesota State Mankato's Liberal Education requirements.
- 3) Waive application fee upon acceptance into this program.
- 4) Issue a Minnesota State Mankato ID card to students accepted into the program and allow participation in limited student life activities at Minnesota State Mankato.
- 5) Participate in dual advising with RLNC for students in the program at RLNC once per semester while in their sophomore year at RLNC.
- 6) Work with RLNC enrollment staff to recruit students in regional high schools.
- 7) Market this program on the Minnesota State Mankato website as well as jointly market with RLNC through other venues.
- 8) Provide application and program material on their website with point of contact information.
- 9) Designate a point of contact for the program to coordinate program activities.

**RLNC agrees to:**

- 1) Enroll and manage RLNC students wishing to enter the program and meeting criteria outlined below.
- 2) Provide information for eligible students through normal advising venues.
- 3) Participate in dual advising with Minnesota State Mankato for students entered in the program once per semester while in their sophomore year at RLNC.
- 4) Work with Minnesota State Mankato admissions to recruit students in regional high schools.
- 5) Market this program on the RLNC website as well as jointly market with Minnesota State Mankato through other venues.
- 6) Designate a point of contact for the program to coordinate program activities.
- 7) Provide application and program material on their website with point of contact information.

**Student eligibility requirements:**

- 1) Must have completed 24 transferable credits. Students may apply during the semester they will complete the required credits.
- 2) Must have a GPA of 2.5 or higher when applying to this program and maintain that GPA through transfer to Minnesota State Mankato.
- 3) Must have completed advising sessions with both RLNC and Minnesota State Mankato while enrolled in this program and still attending RLNC classes.

MEMORANDUM OF UNDERSTANDING between  
MINNESOTA STATE UNIVERSITY, MANKATO and  
RED LAKE NATION COLLEGE

**Attachment B: Minnesota State Mankato-RLNC Dual Admissions Program Course Crosswalk**

<b>RLNC Course Designator</b>	<b>RLNC Course Title</b>	<b>RLNC Course Credits</b>	<b>Transfer in MnTC Goal Area</b>
ANSH 1100	Introduction to Anishinaabe Studies	3	GOAL 7
ANSH 2100	Anishinaabe in Cinema and Popular Culture	3	GOAL 6
ANSH 2200	Anishinaabe Leadership – Service Learning	3	GOAL 6
ARTS 1100	Anishinaabe Art	3	GOAL 6
ARTS 1200	Black Ash Basket Making	3	GOAL 6
BIOL 1100	Introductory Biology I	4	GOAL 3
BIOL 1200	Introductory Biology II	4	GOAL 3
BIOL 2100	Environmental Science	3	GOAL 3
BIOL 2200	Human Anatomy and Physiology	4	GOAL 3
ECON 2100	Economics of Anishinaabe Nations	3	GOAL 5
ECON 2900	Integrated International Economics, Statistics and Society	6	GOAL 4
ENGL 1100	Composition	3	GOAL 1
ENGL 1200	Myths and Legends	3	GOAL 6
ENGL 2100	Creative Writing	3	GOAL 6
ENGL 2200	Literature and the Environment	3	GOALS 1 & 10
ENGL 2300	Argument and Exposition	3	GOAL 1
ENGL 2400	Anishinaabe Literature	3	GOAL 6
FYEX 1100	First Year Experience	2	Elective
GEOG 2100	Cultural Geography	3	GOAL 5
HIST 1100	Anishinaabe and U.S. History, 1830-Present	3	GOALS 5 & 7
HIST 1200	History of Red Lake Nation	3	GOAL 5
HUSV 1100	Introduction to Human Services	3	Elective
HUSV 1200	Personal Care Assistants	3	Elective
HUSV 1300	Introduction to Helping Skills and Process	3	Elective
HUSV 2100	Case Management	3	Elective
HUSV 2200	Crisis Intervention	3	Elective
HUSV 2300	Community Service Practicum	3	Elective
MATH 1100	Math Reasoning	3	GOAL 4
MATH 1200	Environmental Math	4	GOALS 4 & 10
MATH 1500	College Algebra	4	GOAL 4
MATH 1700	Introductory Statistics		GOAL 4
MUSC 1100	Anishinaabe Music and Dance	3	GOAL 6

RLNC Course Designator	RLNC Course Title	RLNC Course Credits	Transfer in MnTC Goal Area
OJIB 1100	Ojibwemowin I	4	GOAL 8
OJIB 1200	Ojibwemowin II	4	GOAL 8
OJIB 2100	Ojibwemowin III	4	GOAL 8
OJIB 2200	Ojibwemowin IV	4	GOAL 8
PHED 1100	Contemporary Nutrition and Fitness	2	Elective
PHIL 1600	Anishinaabe Philosophy	3	GOAL 6
PHIL 1800	Environmental Ethics	3	GOALS 9 & 10
PHIL 2100	Ethics	3	GOALS 9
POLS 1100	Introduction to American Politics	3	GOAL 5
POLS 2100	Treaty Law I	3	GOAL 5
POLS 2200	Treaty Law II	3	GOAL 5
PSCI 1100	Physical Science	4	GOAL 3
PSCI 1200	Earth Science	4	GOAL 3
PSYC 1100	Introductory Psychology	3	GOAL 5
PSYC 1200	Developmental Psychology	3	GOAL 5
PSYC 2100	Anishinaabe Psychology	3	GOAL 5
PSYC 2200	Abnormal Psychology	3	GOAL 5
SOCL 1100	Introductory Sociology	3	GOALS 5 & 7
SOCL 1200	Criminal Justice and Society	3	GOALS 5 & 7
SOCL 1700	Drug Use and Abuse	3	GOAL 5
SOCL 2100	Social Issues and Change	3	GOAL 5
SOCL 2200	Race and Gender Relations	3	GOAL 5
SOCL 2300	Understanding Hate	3	GOAL 5
SOCL 2400	Juvenile Delinquency and Justice	3	GOAL 5
SOCL 2500	Family Dynamics	3	GOAL 5
SPCH 2100	Speech and Communications	3	GOAL 1
TECH 1200	Fundamentals of Web Design and App Development	3	Elective
TECH 2100	Digital Storytelling and Preservation	3	GOAL 6

## Certificate Of Completion

Envelope Id: 2B9BDA62771B4F8CB9CFBF33C7C05828	Status: Completed
Subject: MOU for signature Red Lake Nation - Mankato.pdf	
Source Envelope:	
Document Pages: 6	Signatures: 4
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Rhonda Ruiter
Time Zone: (UTC-06:00) Central Time (US & Canada)	30 7th St E, Ste 350
	Saint Paul, MN 55101
	rhonda.ruiter@minnstate.edu
	IP Address: 73.185.136.255

## Record Tracking

Status: Original 4/2/2020 10:22:24 AM	Holder: Rhonda Ruiter rhonda.ruiter@minnstate.edu	Location: DocuSign
--	--	--------------------

## Signer Events

Dan King  
dan.king@rlnc.education  
Security Level: Email, Account Authentication (None)

## Signature

DocuSigned by:  
*Dan King*  
ABB21B018245452...

Signature Adoption: Pre-selected Style  
Using IP Address: 68.235.109.1

## Timestamp

Sent: 4/2/2020 10:25:44 AM  
Viewed: 4/2/2020 12:50:50 PM  
Signed: 4/2/2020 12:53:52 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 4/2/2020 12:50:50 PM  
ID: bab98731-6a7b-47f1-8a05-3dedc5960a10

Mandy Schram  
mandy.schram@rlnc.education  
VP of Operations and Academic Affairs  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
*Mandy Schram*  
BF25A005579B47C...

Signature Adoption: Pre-selected Style  
Using IP Address: 68.235.110.2

Sent: 4/2/2020 12:53:53 PM  
Viewed: 4/2/2020 4:17:57 PM  
Signed: 4/2/2020 4:18:12 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 4/2/2020 4:17:57 PM  
ID: 049b59b7-beb7-4bf9-b49c-badf91aa4f19

Richard Davenport  
richard.davenport@mnsu.edu  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
*Richard Davenport*  
B0C1448B9D1348D...

Signature Adoption: Pre-selected Style  
Using IP Address: 216.114.225.75

Sent: 4/2/2020 4:18:13 PM  
Resent: 5/14/2020 3:02:27 PM  
Viewed: 5/14/2020 6:56:26 PM  
Signed: 5/18/2020 10:28:29 AM

**Electronic Record and Signature Disclosure:**  
Accepted: 5/18/2020 10:28:14 AM  
ID: 1b41c339-9608-4a7c-b396-697507525ea4

Matt Cecil  
matt.cecil@mnsu.edu  
Interim Provost and Senior VP for Academic Affairs  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
*Matt Cecil*  
E143C9CA6A8F4EA...

Signature Adoption: Pre-selected Style  
Using IP Address: 71.82.119.163

Sent: 5/18/2020 10:28:31 AM  
Viewed: 5/18/2020 12:05:24 PM  
Signed: 5/18/2020 12:05:33 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 4/1/2020 3:13:07 PM  
ID: b4db8652-53f2-437d-aae2-583cb9453deb

<b>In Person Signer Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	5/18/2020 10:28:31 AM
Certified Delivered	Security Checked	5/18/2020 12:05:24 PM
Signing Complete	Security Checked	5/18/2020 12:05:33 PM
Completed	Security Checked	5/18/2020 12:05:33 PM
<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
<b>Electronic Record and Signature Disclosure</b>		



## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Minnesota State Colleges and Universities (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Minnesota State Colleges and Universities:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: michael.noble-olson@minnstate.edu

### **To advise Minnesota State Colleges and Universities of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at michael.noble-olson@minnstate.edu and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

### **To request paper copies from Minnesota State Colleges and Universities**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to michael.noble-olson@minnstate.edu and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

### **To withdraw your consent with Minnesota State Colleges and Universities**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to michael.noble-olson@minnstate.edu and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Minnesota State Colleges and Universities as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Minnesota State Colleges and Universities during the course of your relationship with Minnesota State Colleges and Universities.