



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT SILL  
462 NW HAMILTON ROAD, SUITE 120  
FORT SILL, OKLAHOMA 73503

## MEMORANDUM OF AGREEMENT AMONG

UNITED STATES ARMY GARRISON (USAG)/IMCOM, FORT SILL

UNITED STATES ARMY FIRES CENTER OF EXCELLENCE,  
AND  
UPPER IOWA UNIVERSITY (UIU)

SUBJECT: Post Secondary Education Institutions on Fort Sill W91WZ7-18MOAMU01

This is a Memorandum of Agreement (MOA) between the USAG/IMCOM, Fort Sill, the Fires Center of Excellence Fort Sill (USAFCOEFS) Office of the Commandant Air Defense Artillery School (OCADA) and Upper Iowa University (UIU). When referred to collectively, the USAG/IMCOM and FCoE, OCADA, and UIU are referred to as the "Parties". USAG/IMCOM, Fort Sill is referred to as the "Garrison".

### 1. AUTHORITIES:

- 1.1. AR 621-5, para 2-9d, 2-9e, and 2-11a, (Army Continuing Education System, (ACES), 11 July 2006.
- 1.2. DoDD 1322.8E, (Voluntary Education Programs for Military Personnel), 3 January 2005.
- 1.3. DoDI 1322.25 (Voluntary Education Programs), 15 March 2011, change 2, 23 May 2014, and change 3, 7 July 2014.
- 1.4. DoDI 4000.19, (Support Agreements), 25 April 2013.
- 1.5. AR 25-50, (Preparing and Managing Correspondence), para 2-6, 17 May 2013.
- 1.6. 38 United States Code 104, (Veterans' Benefits).
- 1.7. 32 CFR 552.62, (Advertising Rules and Educational Programs).

2. **PURPOSE:** To set forth the conditions under which UIU staff have permission to access Fort Sill and conduct on-post college courses for Soldiers, Service members, and their Families, and Army Civilians in support of total Army goals.

3. **BACKGROUND:** AR 621-5 and DoDI 1322.8E specify the establishment, conduct, and termination procedures that Fort Sill implements to provide Soldiers and Service-members access to secondary and post-secondary education programs and services.

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In order to meet regulatory and legal requirements, Fort Sill must have assistance from civilian educational institutions. DoDI 1322.25 establishes new criteria for tuition assistance (TA) and the requirement for a memorandum of agreement (MOA) from all educational institutions providing educational programs through the DoD TA Program.

#### **4. RESPONSIBILITIES OF THE PARTIES.**

##### **4.1. The Garrison will –**

4.1.1. Admit onto the installation, institutional faculty and staff members with such identification as may be required by the Provost Marshal, IMCOM or DoD policy or regulation. All vehicles entering the installation shall be in compliance with laws of the State of Oklahoma and are subject to search under Federal regulations. Vehicles owned by the institution will be clearly marked as such.

4.1.2. Provide and maintain a physically secure office/counseling space in the Welcome Center, Building 4700, 5<sup>th</sup> Floor, including utilities (excluding commercial telephone service) for an on-post coordinator/advisor and clerical staff.

4.1.3. Provide sufficient classroom facilities at no additional cost to institution, for the conduct of authorized on-post programs. Adequate dry-wipe board space, audio-visual equipment, suitable furniture, adequate lighting, heating, cooling and ventilation will be provided when available.

4.1.4. Publicize and promote educational programs through on post media to help secure enrollments for on-post courses.

4.1.5. Conduct periodic assessment to ascertain changes in program and course requirements and make appropriate assessment results available to the institution.

4.1.6. Agree that Army Continuing Education System personnel are prohibited from participating in the institutional hiring process.

4.1.7. Not waive the right to make a claim against the institution after a determination of negligence or misconduct by the institution or its agent is rendered by a law enforcement agency or other appropriate agency.

##### **4.2. Upper Iowa University will –**

4.2.1. Provide courses leading to personal and professional development for enlisted, Noncommissioned Officers, Officers, Service members, their Families, and Army Civilians. These include Associate of Arts in General Business, Associate of Arts in Liberal Arts, Bachelor of Science in Social Science, Bachelor of Science in Public Administration, Bachelor of Science in Management, Bachelor of Science in Human Resource Management, and Bachelor of Science in Information Technology.

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4.2.2. These courses will be offered in afternoon, evening, all day sessions, and/or weekends to accommodate varied off duty schedules.

4.2.3. Request approval of the Education Service Officer (ESO) for any services provided by UIU, on post, not clearly covered in this MOA.

4.2.4. Not change programs (neither additional degree programs will be offered nor stated programs deleted) without an amendment of this MOA that has been signed by both UIU and the Fort Sill Garrison Commander, or his/her designated representative.

4.2.5. In the event of termination of this MOA, every effort will be made to provide assistance to students who may be affected by the program termination in their placement and transfer of credits to other college programs. A "teach-out" phase for students nearing completion of their degree requirements will be in IAW DoDI 1322.8E.

4.2.6. Provide meaningful information to students about financial cost and attendance at institution allowing military students to make informed decisions.

4.2.7. Not use unfair, deceptive, and abusive recruiting practices.

4.2.8. Provide academic and student support services to Service members and their Families.

4.2.9. Ensure compliance with dodmou.com website requirements when planning to offer tuition assistance. Must be listed as a participating institution and comply with all requirements.

4.2.10. Contact the ESO, to coordinate permission for any additional requests, and/or updates to services not clearly covered in this MOA.

**5. Continuing Education Degree Program (CEDP):** Army University desires to broaden the pool of academic opportunities for service members by collaborating and engaging with proponents towards advancing continuing education opportunities and establishing partnerships that provide enlisted Soldiers a clear pathway to a degree in their assigned discipline, technical field, or leadership to assist in the development of technically competent and critical thinking leaders. The Office of the Commandant Air Defense Artillery School (OCADA), under the United States Army Fires Center of Excellence Fort Sill (USAFCOEFS) umbrella, has selected Upper Iowa University to be the partner school for 14H enlisted Soldiers and 140A Warrant Officers that will establish a degree pathway to not only give credit where credit is due, but also a program of study that contains rigor that challenges and produces better Soldiers. This partnership provides an opportunity for 14H enlisted Soldiers and 140A Warrant Officers to receive Prior Learning Assessment (PLA) credit toward the UIU Bachelor of Science in Information Technology degree. Students are required to successfully complete all graduation requirements as stated in the UIU catalog to graduate. 14H enlisted

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Soldiers and 140A Warrant Officers are awarded credit for MOS and service schools based on the ACE recommendations that applied at that time. 14H enlisted Soldiers and 140A Warrant Officers participating in this program are eligible to receive a maximum number of credit hours of PLA credit toward the Bachelor of Science in Information Technology as listed in Annexes A and B. Eligible Soldiers may enroll in UIU online classes or in-seat classes offered on Fort Sill to complete the Bachelor of Science degree in Information Technology.

**5.1. Understanding of OCADA and UIU under the CEDP:**

**5.1.1. The OCADA will –**

**5.1.1.1. Notify UIU in a timely manner of upcoming changes to the enlisted 14H and 140A Program of Instruction (POI) or requirements.**

**5.1.1.2. Allow UIU administration and faculty to work directly with OCADA.**

**5.1.1.3. Allow UIU administration to brief 14H enlisted Soldiers during AIT and 140A Warrant Officers during the Warrant Officer Basic Course regarding the CEDP partnership.**

**5.1.2. UIU will –**

**5.1.2.1. Enroll qualified 14H enlisted Soldiers and 140A Warrant Officers into the Bachelor of Science degree in Information Technology while providing maximum credit transfer for successfully completing.**

**5.1.2.2. Follow IMCOM Installation Access policy and procedures if requested by OCADA to brief 14H enlisted Soldiers during AIT and 140A Warrant Officers during the Warrant Officer Basic Course regarding the CEDP partnership.**

**5.1.3. All Parties will –**

**5.1.3.1. Publicize the CEDP partnership and corresponding training and education opportunities.**

**5.1.3.2. Provide website links between USAFCOEFS and UIU websites.**

**5.1.3.3. Within the confines of 5 C.F.R. 2653.702 and the Joint Ethics Regulation, allow utilization of the other party's name and/or logo in published materials (e.g., websites and catalogs) to reference this agreement. The content and text of any material using the other party's name and/or logo must be approved by both parties prior to release.**

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**6. Course Credits and Degree Plans:**

6.1. See Annex A and B.

7. **PERSONNEL:** Each party is responsible for all costs of its personnel including pay and benefits, support, and travel. Each party is responsible for supervision and management of its personnel.

**8. GENERAL PROVISIONS:**

8.1. **POINTS OF CONTACT:** The following points of contact (POC) will be used by the Parties to communicate in the implementation of this MOA. Each Party may change its POC upon reasonable notice to the other Party.

8.1.1 For the Garrison.

8.1.1.1. Carleen Pilcher, (580) 442-3111 or [carleen.l.pilcher.civ@mail.mil](mailto:carleen.l.pilcher.civ@mail.mil).

8.1.1.2. Michael Dodds, (580) 442-6525 or [michael.j.dodds2.civ@mail.mil](mailto:michael.j.dodds2.civ@mail.mil).

8.1.2. For USAFCOEFS

8.1.2.1. Ricky Alexander, (580) 442-3843 or [ricky.d.alexander.civ@mail.mil](mailto:ricky.d.alexander.civ@mail.mil)

8.1.3. For the Office of the Commandant, Air Defense Artillery School.

8.1.3.1. Ms. Jennifer Smith, (580)558-0523, [jennifer.m.smith434.civ@mail.mil](mailto:jennifer.m.smith434.civ@mail.mil).

8.1.4. For UIU.

8.1.4.1. Brandy Branstetter, (580)595-9338, [branstetterb44@uiu.edu](mailto:branstetterb44@uiu.edu).

8.2. **CORRESPONDENCE:** All correspondence to be sent and notices to be given pursuant to this MOA may be mailed to the following addresses.

8.2.1. To the Garrison. Ms. Elva Madrigal, Installation Agreements Manager (IAM), Manpower and Agreements Division, Resource Management Office (RMO), 462 NW Hamilton Road, Fort Sill, OK 73503-9004.

8.2.2. To USAFCOEFS. Mr. Ricky Alexander, USAFCOEFS SAM, Directorate, Resource Management (DRM) 1655 Randolph Road, Fort Sill, OK 73503-9004.

8.2.3. To OCADA. Ms. Jennifer Smith, Leader Development and Education Analyst, 730 Schimmelpfennig Ave, Fort Sill, OK 73503

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8.2.4. To Upper Iowa University. Ms. Brandy Branstetter, 4700 Mow Way, 5<sup>th</sup> Floor, Fort Sill, OK. 73503.

8.3. **REVIEW OF AGREEMENT:** This MOA will be reviewed triennially in its entirety.

8.4. **MODIFICATION OF AGREEMENT:** This MOA may only be modified by the written agreement of the Parties, duly signed by their authorized representative.

Each Party shall provide sufficient advance notice in writing to the other Party prior to changing, reducing, or terminating this agreement and/or any aspect of support provided.

8.5. **DISPUTES:** Any disputes-relating to this MOA will, subject to any applicable law, Executive Order, Directive, or Instruction, be resolved by consultation between the Parties in accordance with DoDI 4000.19.

8.6. **TERMINATION OF AGREEMENT:** This MOA may be terminated by either Party by giving at least 90 days written notice to the other Party. The MOA may also be terminated at any time upon the mutual written consent of the Parties.

8.7. **TRANSFERABILITY:** This Agreement is not transferable except with the written consent of the parties. The document survives the departure or position change of any of the signatories.

8.8. **ENTIRE AGREEMENT:** It is expressly understood and agreed that this MOA embodies the entire agreement between the Parties regarding the MOA's subject matter.

8.9. **EFFECTIVE DATE:** This MOA takes effect beginning on the day after the last Party signs. It remains in effect for nine years or until canceled by mutual agreement or until canceled by 90 days written notice to the other Party.

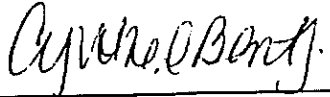
8.11. **CANCELLATION OF PREVIOUS AGREEMENT:** This MOA cancels and supersedes the previously signed agreement dated 7 Aug 14.

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8.11. **CANCELLATION OF PREVIOUS AGREEMENT:** This MOA cancels and supersedes the previously signed agreement dated 7 Aug 14.

9. **AGREED:**

For Upper Iowa University

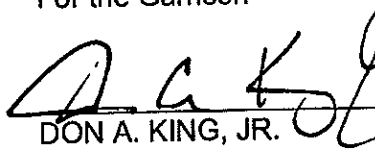


CYNTHIA BENTLEY  
South Central Regional Director  
Upper Iowa University

8/28/2018

(Date)

For the Garrison



DON A. KING, JR.  
COL, SF  
Commanding

12 Sep 18

(Date)



DAVID F. STEWART  
Colonel, GS  
Chief of Staff

23 Oct 18

(Date)

Annex A



Information Technology Major – Bachelor of Science Degree

ACE Transfer Credit for 140A:

140A- W01 and 140A CW2 and 140A CW3 and 140A CW4 and 140a CW5

ACE:

3 COMM 105 Public Speaking  
3 CS 122 Network Administration  
3 IT 310 Advanced Networking  
3 IT 400 Project Management  
13-15 Free Electives

Central Texas College- Associates in Information Technology transfer credits applied to Upper Iowa University- Information Technology Major/BS Degree

General Education Requirements:

3 English Composition I  
3 English Composition II  
3 Mathematics course  
3 Humanities course  
3 Social Science course

Major Requirements:

3 CS 102 Intro Computer Applications/Technology  
3 CS 122 IT Infrastructures  
3 CS 130 Foundations of Information Systems  
4 CS 140 Intro Programming  
4 CS 212 Operating Systems  
3 IT 410 Information & Systems Security

Free Electives: 25 semester credits

Total Applied: 60 semester credits

For students who transfer to Upper Iowa University, who do not attend Central Texas College 2+2 program, transfer credits are awarded based on ACE recommendations and prior college work and are evaluated on a case by case bases.



**Information Technology Major**

Student Name: CTC-IT 140A ANNEX A  
 Student ID: \_\_\_\_\_ Location: Online  
 Date: 10/05/2017  
 Advisor/Evaluator: Brandy Branstetter  
 Reviewed by: \_\_\_\_\_  
 Year/Term Start: \_\_\_\_\_

**General Education - 36 Credits**

Upper Lev Cr	Credit Source	Grade	Sem. Credit	UIU Course	Course title
	CTC	P	3	English Composition I	English Comp I
	CTC	P	3	English Composition II	English Comp2
	WO1-CW5	P	3	Speech Course	Public Speaking
				Biological/Physical Science (2 courses)	
	CTC	P	3	Mathematics Course	College Algebra
	See Major	X		Computer Skills	Intro to Computing
	CTC	P	3	Humanities: Fine Arts/Lit/Frgn Lang/Phil/Relig (2 courses)	Fine Arts appreciation
				Social Science: Anthro/Econ/Geog/Hist/Pol Sci/Psych/Soc (2 courses)	
	CTC	P	3	Cultures	PSYC 2301, SOC 1301

# Indicates a course in major which can also be used to meet a general education requirement

**Information Technology Major - 61 Credits**

Upper Lev Cr	Credit Source	Grade	Sem. Credit	UIU Course	Course title
	CTC	P	3	CS 102 Intro to Comp Apps and Tech (3 hrs) #	Intro to Computing
				MATH 115 Trig & Analytic Geometry (3 hrs) *	
	WO1-CW5	P	3	CS 122 IT Infrastructure (4 hrs)	Network Fundamentals
	CTC	P	3	CS 130 Foundations of Information Sys (3 hrs)	Project Management SW
	CTC	P	3	CS 140 Introduction to Programming (4 hrs)	Computer Programming
				CS 205 Computer Architecture (4 hrs)	
				MATH 206 Rational Problem Solving with Real Systems (3 hrs)	
	CTC	P	3	CS 212 Operating Systems (4 hrs)	
				MATH 220 Elementary Statistics (3 hrs) #	
X	WO1-CW5	P	3	IT 310 Networking (4 hrs)	Advanced Networking
X				IT 320 Web Sys and System Integration (4 hrs)	Introduction to Database (L)
X	CTC	P	3	CS 332 Databases and Info Mgmt (3 hrs)	
X	WO1-CW5	P	3	CS 342 Human Computer Interaction (3 hrs)	Project Management
X	CTC	P	3	IT 410 Information and System Security (3 hrs)	Information Tech Security (L)
X				CS 480 Capstone I (1 hr)	
X				CS 481 Capstone II (2 hrs)	
<b>Upper Level Electives* (6 credits):</b>					
X					
X					

\* MATH 115 has a prerequisite of MATH 107

**Elective Options:**

Cyber Security & Computer Forensics (SEC) Specialization	Network Management (NET) Specialization
IT 360 Computer Forensics and Incident Response	IT 348 Advanced Networking
IT 420 System Security and Risks	IT 370 Network Management
Other IT Elective - IT 499 Special Project	
<b>Non-IS Electives</b>	
SE 300 Data Structures & Algorithms	IS 320 Enterprise Architecture
IS 310 Systems Analysis & Design	IS 410 IS Strategy, Management, & Acquisition
SE 310 Software Application & Interface Design	SE 410 Shwr Testing, Validation, & Verification

Credit Source	Abvry	Sem. Credits Applied to degree	Quarter Credits/ Sem. Credits	Semester Credits Earned					Upper Lev Cr
				WO1	CW2	CW3	CW4	CW5	
Central Texas College	CTC	60							0
140A WO1	WO1	12							24
140A CW2	CW2	12							24
140A CW3	CW3	12							27
140A CW4	CW4	12							27
140A CW5	CW5	12							27
ACE/CLEP/DANTES									
Experiential Learning									
<b>Total Hours Earned</b>		<b>NA</b>							<b>NA</b>

Date:	Semester Credits Remaining				
	WO1	CW2	CW3	CW4	CW5
Upper Iowa University	0	0	0	0	0
Other Credit Sources	60	40	40	49	49
<b>Total Applied to Date</b>	<b>60</b>	<b>40</b>	<b>40</b>	<b>49</b>	<b>49</b>
<b>Total Upper Level Earned</b>	<b>0</b>	<b>24</b>	<b>24</b>	<b>27</b>	<b>27</b>

Date:	Semester Credits Remaining				
	WO1	CW2	CW3	CW4	CW5
Credits needed in general education	18	15	15	15	15
Credits needed in major	40	29	29	29	29
Credits needed in minor (optional)	NA	NA	NA	NA	NA
Credits needed as electives/prerequisites	2	0	0	0	0
<b>Total Needed</b>	<b>60</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>44</b>
<b>Total Upper Level Needed</b>	<b>30</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>3</b>
Preparer's Initials	BB	BB	BB	BB	BB

Note: Up to 78 lower division and an additional 12 upper division semester credits from accredited institutions and other approved sources may be applied toward the minimum 120 semester credits required for degree completion. At least 30 credits must be earned in upper division courses numbered 300 or above. A minimum of 30 credits total and 6 credits in the major must be completed at Upper Iowa University. A minimum 2.00 GPA, both in major and cumulatively, is required at the time of graduation.



Information Technology Major – Bachelor of Science Degree

ACE Transfer Credit for 14H:

Level 10 Credit Applied

- 11 Free Electives (all lower division)
- 3 BA 362 Supervision (SSD I)

Level 20 Credit Applied

- 17 Free Electives (all lower division)
- 3 BA 210 Principles of Management (SSD II)

Level 30 Credit Applied

- 3 Communications (Speech general education)
- 2 SLC (Humanities general education)
- 3 Advanced Networking (IT 310)
- 15 Free Electives (5 of which are upper division)
- 3 BA 362 Supervision (SSD I)
- 3 BA 210 Principles of Management (SSD II)
- 3 hours Free Elective (SSD III)

Level 40 Credit Applied

- 3 Communications (Speech general education)
- 2 SLC (Humanities general education)
- 3 Advanced Networking (IT 310)
- 10 Free Electives (12 of which are upper division)
- 3 BA 362 Supervision (SSD I)
- 3 BA 210 Principles of Management (SSD II)
- 3 hours Free Elective (SSD III)
- 3 BA 474 Organizational Leadership (SSD IV)
- 2 hours of Free Electives (SSD IV)

ACE Transfer Credit for SSD Series:

- SSD I equals BA 362 Supervision
- SSD II equals BA 210 Principles of Management
- SSD III equals 3 hours Free Elective
- SSD IV equals BA 474 Organizational Leadership and 2 hours of Free Electives
- SSD V equals BA 365 Leadership Theory

Information Technology Major – BS Degree

Central Texas College- Associates in Information Technology transfer credits applied to Upper Iowa University- Information Technology Major/BS Degree

General Education Requirements:

- 3 English Composition I
- 3 English Composition II
- 3 Mathematics course
- 3 Humanities course
- 3 Social Science course

ANNEX B



Major Requirements:

- 3 CS 102 Intro Computer Applications/Technology
- 3 CS 122 IT Infrastructures
- 3 CS 130 Foundations of Information Systems
- 4 CS 140 Intro Programming
- 4 CS 212 Operating Systems
- 3 IT 410 Information & Systems Security

Free Electives: 25 semester credits

Total Applied: 60 semester credits

For students who transfer to Upper Iowa University, who do not attend Central Texas College 2+2 program, transfer credits are awarded based on ACE recommendations and prior college work and are evaluated on a case by case bases.

