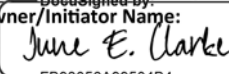

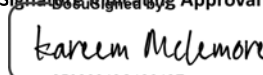
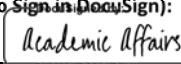





Office of Academic Affairs MOU Approval Form

Definition: A memorandum of understanding, or MOU, states each party's intentions to take action, conduct a business transaction, or form a new partnership. An MOU clearly defines the intent of the parties involved, explains how they'll work together, and sets out each party's expectations and responsibilities. The goal is to achieve a mutual understanding of the partnership agreement so everyone involved can move forward into an enforceable contract they feel confident about. Please note: MOUs should NOT involve the exchange of funds. You must attach the signed MOU from the initiating entity whereby we are considering partnership.	
MOU Owner/Initiator Name:  <small>DocuSigned by: EB93056A99504B4...</small>	Signature: 9/10/2025
Title of Document: Director	Department: Hospitality and Tourism Management
Brief Description of Purpose of MOU: PURPOSE The partnership between the DELAWARE STATE UNIVERSITY and City Colleges of Chicago (CCC)- Washburne Culinary and Hospitality Institute at Kennedy King College (KKC) is important to both institutions as a means of increasing access to and success in educational programs for all	
General Counsel or Designee Name: Kenisha Ringgold	Signature Indicating Approval (if Disapproved Decline to Sign in DocuSign):  <small>DocuSigned by: 0388D41B56630484...</small>
Date Signed: 10/21/2025	Comments (optional):
(Optional) Other Leadership Name: Kareem McLemore	Signature Indicating Approval (if Disapproved Decline to Sign in DocuSign):  <small>DocuSigned by: 26026248C13642F...</small>
Date Signed: 10/23/2025	Comments (optional):
Office of Academic Affairs Signature Indicating Approval (if Disapproved Decline to Sign in DocuSign):  <small>DocuSigned by: 1AB2FA1725B143A...</small>	Comments (optional):
Date Signed: 10/24/2025	Comments (optional):
Interim Provost and CAO or Designee Name: Patrice Gilliam-Johnson, Ph.D.	Signature Indicating Approval (if Disapproved Decline to Sign in DocuSign): <small>DocuSigned by:</small>  <small>DocuSigned by: BC8AC7810EA449E...</small>
Date Signed: 11/4/2025	Comments (optional):

Please remember to cc registrar@desu.edu if MOU affects enrollment, i.e., awarding credit, accepting credits, etc.



Program Agreement
Between DELAWARE STATE UNIVERSITY (DSU)
And the Board of Trustees of Community
College District 508

This Program Agreement (the “Agreement”) is entered into by and between DELAWARE STATE UNIVERSITY (“DSU”) whose address is 1200 N Dupont Hwy, Dover, DE 19901 and The Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, a body politic and corporate, d/b/a City Colleges of Chicago (“CCC”) whose address is 180 N Wabash Avenue-Ste. 200, Chicago, IL 60601.

I. PURPOSE

The partnership between the DELAWARE STATE UNIVERSITY and City Colleges of Chicago (CCC)- Washburne Culinary and Hospitality Institute at Kennedy King College (KKC) is important to both institutions as a means of increasing access to and success in educational programs for all students and especially underrepresented students, which both institutions are committed to serving. DSU and CCC hereby agree to the following terms related to the transfer of students and course credits between the institutions pursuant to an Agreement program (the “Agreement”):

II. Term

This Agreement will commence upon the date last signed below and continue through 1/30/2030 (the “Term”), unless the Agreement (i) is mutually extended by written agreement of the parties, or (ii) terminated sooner as provided herein.

III. ACADEMICS

- a. Students who complete the Associate in Applied Science (“A.A.S”) in Hospitality Management at KKC will be guaranteed admission to DSU’s Bachelor of Science (B.Sc.) in Hospitality and Tourism Management.
- b. CCC Students must obtain and maintain a minimum 2.0 grade point average (“GPA”), with no grade lower than a “C” in order for courses to transfer to DSU pursuant to the Agreement.
- c. In collaboration with CCC, DSU will also participate in a Reverse Transfer. (“Reverse Transfer”), which provides an opportunity for students who have enrolled at DSU as transfer students from CCC to transfer their earned DSU credits back to CCC to complete their Associate Degree. DSU and CCC will identify students eligible for the Reverse Transfer to take advantage of this opportunity. The Reverse Transfer will ensure that qualifying students will have the credential of an Associate Degree to leverage for employment while they pursue further education.

IV. PROGRAM

- a. All eligible CCC students participating in the Agreement will receive the following benefits from DSU when they transfer under this Agreement:

Admissions

- Guaranteed Admission.
- Junior Standing upon transfer requires a minimum of 60 (sixty) semester credit hours.
- 52 (fifty-two) hours of the 65 (sixty-five) credit hours in the A.A.S. transfer seamlessly, and students have the option to complete more requirements at CCC but must consult with their college advisor and financial aid officer to see if that is feasible (as outlined in Appendix A).
- DSU will accept up to 68 (sixty-eight) transfer hours credit hours toward degree completion.

Program



CITY COLLEGES' OF CHICAGO

- Early academic advising.
- Admission to the Honors program is open to all DSU enrolled students who obtain a 3.25 GPA or higher. <https://www.desu.edu/academics/honors-program-admission>
- CCC and DSU agree to develop programming to support students in their future careers through (including, but not limited to) mentoring, career exposure and speaker engagement events.

Financial

- Students who participate in the Agreement will automatically have the DSU transfer admission application fee waived. Considering this would be a connected degree opportunity, it can be added to the DSU application starting Spring/Fall 2026.
 - DSU commits to supporting students in the Agreement to baccalaureate completion through the provision of scholarship supports.
- b. DSU will make available key academic support, orientation and enrollment services to DSU - bound CCC students to facilitate their college retention and transition to DSU.
 - c. CCC will identify space and times for DSU in each CCC campus to host transfer resources and to hold meetings and information sessions with prospective transfer students and CCC college personnel.
 - d. To ensure that CCC students receive the most up-to-date and tailored advising on transfer opportunities, DSU will dedicate a transfer pre-enrollment counselor to CCC students. Students will meet with the pre-enrollment counselor at least once per semester to remain on track for successful transfer.

V. PROMOTIONS/OUTREACH

- a. CCC and DSU agree to market the Agreement via, but not limited to marketing materials, information sessions, official signings or media outlets, subject to the prior written approval by CCC.
 - i. DSU agrees to develop a landing page for the Agreement on their website and CCC commits to highlighting that partnership on the CCC website.
- b. CCC and DSU agree to collaborate to ensure successful outcomes for partnership-related activities and events, including, but not limited to advising sessions, onsite admission days and fairs.

VI. DATA SHARING

- a. Under this Agreement, DSU will conduct an analysis and provide statistical de-identified aggregate data to CCC on the academic progress of the CCC transfer students to determine their progress and success. DSU will provide the following student data: CCC home college, total number of credits transferred, GPA at the time of admissions, total amount of students who were retained and graduated, and total scholarship awarded.
- b. Under this Agreement, CCC will provide disaggregated data to DSU regarding CCC transfer students to determine their progress. CCC will obtain the written consent, as necessary, of each student participating in the Agreement ("Participating Student(s)") before providing DSU reports or analyses containing the following components of a Participating Students record: student name, ethnicity, date of birth, home address, phone number, CCC email address, and academic program. CCC will transmit data to DSU via SharePoint.
- c. Authorized employees of DSU and City Colleges of Chicago may have access to educational records and personally identifiable information of Participating Students ("Student Data"). DSU and CCC agree that their respective authorized employees will have a legitimate educational interest in



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OF CHICAGO

the Student Data. The parties shall take reasonable steps to ensure that their respective counselors, employees, administrators, and sub-contractors assigned to the partnership maintain the confidentiality of all Student Data and shall use the same standard of care to protect such information from unauthorized access, destruction, use, modification and disclosure as each party uses to protect its own confidential information, but in any event, such Student Data will be protected in at least a commercially reasonable manner. Notwithstanding the foregoing, it is understood and agreed that such protection of Student Data shall be subject to the special requirements of the Family Educational Rights and Privacy Act (“FERPA”) and neither party will disclose FERPA protected information without the consent of the Participating Student. Each party shall notify the other party within twenty-four hours of receiving notice of any actual, potential or threatened breach of its obligations under this Agreement and will take all necessary and appropriate actions to restrain any and all use or disclosure of such Student Data. Each party shall be liable for not taking appropriate action to restrain any and all use or disclosure of such Student Data. Each party shall also be liable for failing to provide a notice of actual, potential or threatened security breach to the other party. This provision shall survive termination of this Agreement.

VII. MONITOR/REVIEW

- a. DSU and CCC further agree to an annual review of the Agreement to monitor the performance of this agreement and to revise it as necessary.
- b. DSU and CCC agree to communicate program changes in a timely manner to create a supportive transition experience for the student.

VII. TERMINATION

The Agreement may be terminated by either party for due cause or for any reason after six (6) months’ written notice to the other. Termination of the Agreement will not affect any students currently enrolled at CCC in the programs referenced in this Agreement or currently participating in programs at the time of termination, and they shall be able to continue to receive the benefits described in this Agreement and shall be able to transfer course credits pursuant to this Agreement.

VIII. PARTNERSHIP CONTACTS

CITY COLLEGES OF CHICAGO	DELAWARE STATE UNIVERSITY
Name: Jewel Mideau Title: Executive Dean Washburne Culinary & Hospitality Address: 740 W. 63 rd St. Chicago, IL 60621 Phone: 773-602-5485 Email: jmideau@ccc.edu Name: Nelly Marcial Title: District Director-Transfer Partnerships and Programming Address: 180 N Wabash Avenue, 2 nd Floor Chicago, IL 60601 Phone & Email : 312-553-2786 nmarcial2@CCC.edu	Name: June E. Clarke Title: Associate Professor/Program Director Address: 1200 N Dupont HWY, Dover, DE 19901 Phone: 302 857 6982 Email: jeclarke@desu.edu

IX. SIGNATURES

IN WITNESS THEREOF, the parties hereto have executed or approved this AGREEMENT on the date entered below



CITY COLLEGES OF CHICAGO

Entered into this _____ day of _____ 20__.

Board of Trustees of Community College District No. 508, County of Cook and State of Illinois

DocuSigned by:

8/28/2025 | 6:32:59 PM CDT
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Juan Salgado, Chancellor Date

DocuSigned by:

8/22/2025 | 10:26:09 AM CDT
Karl Mitchell
Karla Mitchell Gowen, Date
General Counsel

DocuSigned by:

9/2/2025 | 9:39:39 AM CDT
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Jewel Mideau, Executive Dean Date
Washburne Culinary & Hospitality

Signed by:

9/2/2025 | 9:39:39 AM CDT
Zanka Landrum, Date
Associate Dean of College to Careers

DELAWARE STATE UNIVERSITY

Dr. Tony Allen Date
University President

DocuSigned by:

11/4/2025
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Dr. Patrice Gilliam-Johnson Date

DocuSigned by:

10/13/2025
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Dr. Michael Casson Date
Dean – College of Business

DocuSigned by:

9/10/2025
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Dr. June Clarke, Date
Program Director

Signed by:

10/21/2025
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DocuSigned by:

9/18/2025
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Chair of Department of Business Administration/HTM

Appendix A: City Colleges of Chicago: Hospitality Management, Associate in Applied Science to Delaware State University: Hospitality and Tourism Management, Bachelors of Science



City Colleges of Chicago: Hospitality Management, Associate in Applied Science

Delaware State University: Hospitality and Tourism Management, Bachelors of Science

CCC Courses			Credit Hours	DSU Equivalency		Credit Hours
Semester 1						
330CUL 700	College Success Hospitality Perspective	3	UNIV 291	Braven Leadership & Career		3
330CUL 701	Intro To Food Service I	3				
330CUL 703	Food Sanitation & Safety I	2	HTM 207	Sanitation and Safety		3
330CUL 705	Chef's Training I- Section A	4	HTM 311/345	Food Production		3
330CUL 708	Chef's Training I- Section B	4				
Total Credit Hours		16	Total Credit Hours		9	
Semester 2						
HMGT 806	Customer Service Fundamentals	3	HTM XXX	HTM Elective		3
HMGT 807	Hospitality Financial Management	3	HTM 449	Managerial Finance/Accounting for HTM		3
HMGT 724	Hospitality Management	3	HTM 100	Introduction to Hospitality MGMT		3
HMGT 808	Restaurant Operations	4	HTM 345	Restaurant Management		3
ENGLISH 101	Composition	3	ENGL 121	Rhetoric & Composition I		3
Total Credit Hours		16	Total Credit Hours		15	
Semester 3						
HMGT 812	Hotel and Lodging Operations	4	HTM 355	Lodging Operations MGMT		3
HMGT 814	Hospitality Procurement	3	HTM 305	Hospitality Cost Control		3
HMGT 810	Bar and Beverage Management	3	HTM XXX	HTM Elective		3



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SPEECH 101	Fundamentals of Speech Communication	3	ENGL 123	Rhetoric & Speech	3
MATH 118	General Education Math	4			
Total Credit Hours		17	Total Credit Hours		12
Semester 4					
HMG 816	Introduction to Hospitality Marketing Principles	3	MKT 300	Principles of Marketing	3
HMG 860	Hospitality Internship	4	HTM 214	Internship I + HTM 314 Internship II	4
HMG 830	Catering and Event Management	4	HTM 490	Event Planning and Management	3
ANTHRO 202	Cultural Anthropology	3	HIST xxx	History Elec. 203 or 204	3
HUM 201	General Course I Humanities	3	PHIL 101	Critical Thinking	3
Total Credit Hours		17	Total Credit Hours		16
Total Credit Hours at CCC			Total Credit Hours at DSU 52		

CCC Optional*			Delaware State University PROGRAM REQUIREMENTS		
MATH 140	College Algebra	4	MTSC 121	College Algebra	3
ENGLISH 102	Composition	3	ENGL 122	Composition II	3
			XX-XXX	Natural Science Elective	4
MATH 144	Finite Mathematics	3	MTSC 125	Finite Mathematics	3
			HTM 108	Intro to Tourism Concepts*	3
			ENGL 124	Research, Rhetoric & Composition III	3
			MIS 105	Microcomputer Applications	3
BUS 181	Financial Accounting	4	ACCT 204	Principles of Accounting I & Lab	3
MATH 204	Calculus For Business & Social Sciences	4	MTSC 225	Calculus for Business	3



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ECON 201	Principles Of Economics I	3	ECON 201	Principles of Macroeconomics	3
			ENGL XXX	World or African American Lit. I or II	3
BUSINES 182	Managerial Accounting	3	ACCT 205	Principles of Accounting II & Lab	3
MATH 125	Introductory Statistics	4	MGMT 208	Intro to Statistics	3
ECON 202	Principles Of Economics II	3	ECON 202	Principles of Microeconomic	3
			HTM 417	Hospitality Law & Legal Environment	3
BUSINES 269	Principles Of Management	3	MGMT 300	Principles of Management	3
			MGMT 201	Managerial Communications	3
			GLST 395	Global Societies	3
PSYCH 201	General Psychology	3	PSYC 201	Intro. to General Psychology	3
			MGMT 325	Organizational Behavior	3
			MGMT 440	International Management	3
			MGMT 445	Strategic Management	3
			XX-XXX	Foreign Language II	3
Total Credit Hours to be taken at DSU					67

* Consult with College Advisor and Financial Aid at CCC to determine Financial Aid.
No more than 68 College Credit hours from CCC can be transferred in the DSU.