



*Dual Post-Secondary Credit Partnership Agreement  
Between Laredo College and Zapata County ISD*



## **PURPOSE**

This Dual Credit Partnership Agreement ("Agreement") will serve as the instructional partnership between Laredo College (the College) and Zapata County Independent School District (the District). This agreement complies with House Bill 1638, House Bill 3650 and State Bill 1276.

### **1) DUAL CREDIT COURSES (Statewide Goal 4)**

- a. Dual credit courses are courses in which a high school student enrolls in a college course and receives simultaneous academic credit for the course from both the college and high school. Courses offered for dual credit must be identified by the College as college level academic or college level workforce courses.
- b. The College will teach dual credit course sections where at least a minimum amount of 15 students per section. Exceptions can be made on case by case basis and as agreed between both institutions.
- c. The College is not required under this Agreement to offer dual credit courses for District high school students if prevailing conditions at the college prohibit the College from doing so such as financial exigency.
- d. The College will ensure that all dual credit courses taught by all college faculty adhere to the same instructional standards, rigor, practices, procedures and policies outlined by the College, Texas Higher Education Coordinating Board (THECB), Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and other appropriate accrediting or regulatory agencies as any other equivalent college level course.
- e. The District will develop a course crosswalk identifying the college and high school courses for dual credit (see addendums).

### **2) STUDENT ELIGIBILITY**

- a. To be eligible for enrollment in dual credit courses high school students must meet the college's admission criteria. This includes requiring students to have a processed admission application and enrollment packets along with the proper permission forms approved by the district and the college.
- b. The College requires that any high school student demonstrate eligibility to enroll in dual credit courses by meeting (1) Texas Success Initiative; (2) Texas Administrative Code for dual credit standards; and (3) LC's course placement requirements.
- c. The District eligibility for specific programs vary, students must refer to the appropriate handbook requirements and minimum GPA standards.
- d. Students must meet all the college's regular academic prerequisite requirements for each designated dual credit course.
- e. Students must remain in good academic standing at their high school and at the College while enrolled at both institutions. Students identified to not be in good academic standing will not be allowed to enroll in subsequent semesters. Students must submit an LC appeal form and if approved the student will be allowed to enroll with certain conditions. Grades of "F" earned at LC and students with a GPA below a 2.0 will indicate that the students are not in good

academic standing. Students in specialty programs such as Health Sciences, Computer Technology & Transportation Technology have higher grade standards (minimum of C/70% per course) than other college courses and/or programs.

- f. Students, who drop a course after the college census date will continue to be enrolled ZHS in the equivalent high school course as indicated in the course crosswalk. Student will not eligible to re-enroll in the same dual course.
- g. If a student Fails a course, the student will not be able to re-enroll until two semesters later in only one course and will be placed on probation. The student will need to score a C or better on the subsequent course to continue with dual credit courses provided by the district.

### **3) STUDENT RECRUITMENT**

- a. The District will recruit eligible high school students with ample time to submit admissions and enrollment documents to the College. The recruitment process will include, but is not limited to, a website that will provide recruitment and admission information; the distribution of recruitment/admission packets; and information meetings to explain the opportunities and commitment required of Dual Enrollment students. Information will be presented in a bilingual mode.
- b. The College's specialty programs such as those in the Health Science Programs may require specific program admissions application and selection criteria as part of the recruitment process.
- c. The District and the College will establish a set of expectations for the cohort seeking participation in the Dual Enrollment program to be shared with students and parents.
- d. The College will participate in the District's Parent-Student Dual Enrollment Informational Sessions scheduled for each campus.

### **4) PARENTAL INVOLVEMENT & OUTREACH (Statewide Goal 1)**

- a. The District will lead parental involvement and outreach efforts to ensure parents/guardians understand the Dual Enrollment concept and that students are earning college credit which may have long-term ramifications on their college careers and federal financial aid eligibility. High-level behavior and academic standards are expected of Dual Enrolled students and parents are expected to be involved in the program.
- b. The District personnel, counselors, and administrators will be responsible for all communication with parents. College personnel will not be expected to communicate directly with parents.

### **5) LOCATION OF CLASSES & SCHEDULE**

- a. Dual Enrollment courses will be taught on the College campuses, High Schools, Online or Hybrid in accordance with the College's instructional calendar.
- b. The College will offer Dual Enrollment courses for the District based on a mutually agreed upon location, schedule and calendar which will be conveyed in writing and revised as needed.

### **6) COMPOSITION OF CLASSES**

- a. Dual Enrollment courses which includes Dual Credit and concurrent course such as GOLD and Summer Academy may be composed of dual credit students or dual and college credit students.

- b. High school face-to-face Dual Enrollment courses will only be composed of high school students enrolled in the College course.

**7) FACULTY, SUPERVISION & EVALUATION (Statewide Goal 3)**

- a. The College will select instructors for college level dual credit courses.
- b. Instructors must be regularly employed faculty members of the College or must meet the same standards (including minimal requirements of the Southern Association of Colleges and Schools) and approval procedures used by the College to select adjunct faculty responsible for teaching the same college level courses at the College.
- c. High school teachers selected to teach Dual Enrollment courses must meet the same approved criteria that the Colleges uses for adjunct faculty and will be evaluated using the same evaluation instruments and procedures that are used for faculty at the College. Courses taught by high school teachers will be evaluated each instructional semester by the college's appropriate Department Chair.
- d. Dual Enrollment students will evaluate their instructors using the same evaluation instruments and procedures that are used for faculty at the College.
- e. The District will share with the College data on faculty qualifications to determine eligibility to teach dual credit courses.

**8) COURSE CURRICULUM, INSTRUCTION & GRADING**

- a. The College Dual Enrollment courses are equivalent to any other college level courses with respect to curriculum, instruction, and grading criteria.
- b. Dual Enrollment courses will meet or exceed Texas Essential Knowledge and Skills (TEKS) and statewide assessments applicable under TEC Subchapter B Chapter 39 for the courses they replace. Reinforcement of these TEKS will be the responsibility of the District during non-college instructional days.
- c. Textbooks used in Dual Enrollment courses will be the same as those used in the regular college course taught by the College. The college will make very reasonable attempt to adopt textbooks for a minimum period of three (3) years, whenever possible and consider open resource textbooks.
- d. Students enrolled in Dual Enrollment course(s), offered under this Agreement, will have access to all available instructional resources at the College.
- e. The College will report student progress, letter grades, and attendance to District designees.

**9) ACADEMIC POLICIES & STUDENT SUPPORT SERVICES (Statewide Goal 3)**

- a. Regular academic policies applicable to college level courses taught by the College will also apply to Dual Enrollment courses offered under this Agreement. These policies include the appeal process for disputed grades, drop policy, the communication of grading policy to

students, distribution of course syllabus and any pertinent policies or guidelines associated with the Dual Enrollment courses.

- b. Student drops will be processed upon the District's request only, student's parental/guardian's request will not be accepted. Drops after the census period will require the District's internal drop form to be submitted to the College's Dual Enrollment Office. Students dropping after the census period will not be allowed to enroll in other courses during the same semester
- c. Students in Dual Enrollment courses will be eligible to use the same or comparable support services that are afforded to College students. The College will be responsible for ensuring timely and efficient access to enrollment services such as advising, counseling, academic support services and transferability of credit to two-year and four-year institutions, and other benefits for which the student may be eligible.
- d. Students in Dual Enrollment courses will be subject to the Code of Student Conduct and Discipline. The College will reserve the right to take appropriate action on academic and behavioral misconduct on any Dual Enrollment student regardless of where the courses are taught. The College will defer to the District to take any necessary action for conduct and discipline over Dual Enrollment students that occur at the high school campus.
- e. Students in Dual Enrollment courses will be subject to the provisions of Title IX policies.

**10) TRANSCRIPTION OF CREDIT**

- a. The College will be responsible for maintaining the Dual Enrollment student college transcript and Dual Enrollment courses will be identified as college level. The District will be responsible for maintaining the high school student transcript.
- b. It will be the student's responsibility to obtain his/her College transcript for his/her District file.

**11) FUNDING (Statewide Goal 1)**

- a. Applicable tuition and fees will be charged to the District for the number of students participating under this Agreement. Student drops after the census period will generate tuition fees. Tuition and fees are subject to change based on Laredo College Board of Trustees action.
- b. The following fee structure would be used for Dual Enrollment students should the District not have the teachers to teach within the Dual Enrollment Program. If the District provides teachers who meet the required qualifications to serve as adjunct faculty for the College while teaching in the Dual Enrollment courses, no tuition or fees will be charged for students enrolled in the courses.

- c. Reduced Tuition Schedule for credit bearing courses are as follows:

Credit Hours	1 credit hr.	2 credit hrs.	3 credit hrs.	4 credit hrs.
Tuition	\$ 130.00	\$200.00	\$270.00	\$340.00

- d. Reduced tuition or waivers are not extended directly to individual students enrolling in college courses, this tuition agreement is only between educational institutions outlined in this Agreement.
- e. The District will use state funding to cover the cost of applicable tuitions, fees, textbooks and

transportation to support this dual enrollment initiatives.

**12) TRANSITION TO COLLEGE (Statewide Goal 2)**

- a. The District will promote a college going culture by displaying college readiness materials including FAFSA forms, Apply Texas Applications, College applications and other related items.
- b. The College will assign Student Mentors and Recruiters to each high school campus to assist with academic engagement activities promote college awareness and participation and assist with the overall admissions and enrollment process of graduating seniors.
- c. The College will utilize common advising strategies related to dual credit and college readiness.
- d. The College will develop & provide literature outlining pathways for endorsements linking to post-secondary credentials.

**13) MARKETING & CO-BRANDING**

In exchange for its contribution to the partnership, the College reserves the right to be co-branded as follows:

- a. The full name "Laredo College" is to be included in the official title/name of the high school dual enrollment program; for example: "Zapata CISD-Laredo College".
- b. The logo and full name "Laredo College" are both to be included in all marketing, advertising, social media, print media, and/ or new media pertaining to District programs.
- c. The logo and full name "Laredo College" are to be included in areas designated by the District as appropriate.
- d. The use of the College logo must meet Marketing Department guidelines.

**14) DATASHARING**

- a. Data Type
  - i. The District agrees to provide individual student-level data to the College's Dual Enrollment Office or any other designated office for the purpose of implementing, billing, and evaluating the Dual Enrollment program and informing students of academic opportunities at Laredo College. The District hereby appoints Laredo College as a legitimate educational official of the District in accordance with the Family Educational Rights and Privacy Act (FERPA). Likewise, Laredo College hereby appoints the District as a legitimate educational official of Laredo College in accordance with FERPA. The Dual Enrollment Office agrees to provide individual student-level data to the District for the purpose of evaluation, accountability, and student record-keeping.
  - ii. Data Type by Institution

<b>THE DISTRICT Data</b>	<b>LC Data</b>
<ul style="list-style-type: none"> <li>• Campus Name</li> <li>• Student Name</li> <li>• Student DOB</li> <li>• Student high school ID number</li> <li>• Qualifying GPA</li> <li>• TSIA Scores &amp; Date of Assessment</li> <li>• Qualifying EOC Scores &amp; Date of Assessment</li> <li>• Class rosters with student high school ID number &amp; LC ID number</li> </ul>	<ul style="list-style-type: none"> <li>• Campus Name</li> <li>• Student Name</li> <li>• Student DOB</li> <li>• Student high school ID number</li> <li>• Student LC ID number</li> <li>• Class rosters with student high school ID number &amp; LC ID number</li> <li>• Grades <ul style="list-style-type: none"> <li>• Midterm letter grades only</li> <li>• Final letter and numerical grades</li> </ul> </li> <li>• LC GPA</li> </ul>

**b. Data Protection**

- i. All files will be exchanged using secure systems and in an encrypted, password protected electronic format by the District and the College.
- ii. The College assures that in all reports, electronic or otherwise, derived from information made available under this agreement, all data shall be aggregated in such a way that no individual will be identified directly or by deduction. The College further assures that the data elements will not be released to a third party without written parental consent.
- iii. Any unauthorized disclosure of confidential student information is a violation of the Family Educational Rights and Privacy Act of 1974 (FERPA) and the implementing regulations found in 34 CFR Part 99 and shall not be permitted to occur.
- iv. While in possession of these data, both parties shall permit access only to employees and contractors authorized to assist in the implementation or evaluation of Dual Enrollment program to have access to the data. Both parties agree to store the data in an encrypted format in a secure and locked area and to prevent unauthorized access.
- v. All persons authorized to have access to the data have certified their understanding that they may be held individually liable for any and all criminal and civil penalties imposed for breach of confidentiality (“Access to Confidential Data”).

**15) INDEMNITY**

- a. To the extent permitted by Article XI, Section 7 of the Texas Constitution, and with the mutual understanding that the College is a political subdivision of the State of Texas and that an indemnity obligation cannot be paid from current revenues and that no order, resolution, tax nor interest and sinking funds has been set, adopted or established for payment of this indemnity obligation, and without expanding the College’s liability beyond the statutory limits of the Texas Tort Claims Act or under existing law, and furthermore,

without waiving the College's immunity beyond the scope of that allowed by the Texas Tort Claims Act or existing law, the College shall indemnify and hold harmless the District and its officers, agents, and employees, and assigns from all suits, actions, damages, demands or other claims of any character brought for or on account of injury to a person or property arising solely from the College own acts of negligence in carrying out its obligations under this Agreement.

- b. To the extent permitted by Article XI, Section 7 of the Texas Constitution, and with the mutual understanding that the District is a political subdivision of the State of Texas and that an indemnity obligation cannot be paid from current revenues and that no order, resolution, tax nor interest and sinking funds has been set, adopted or established for payment of this indemnity obligation, and without expanding the District's liability beyond the statutory limits of the Texas Tort Claims Act or under existing law, and furthermore, without waiving the District's immunity beyond the scope of that allowed by the Texas Tort Claims Act or existing law, the District shall indemnify and hold harmless the College and its officers, agents, and employees, and assigns from all suits, actions, damages, demands or other claims of any character brought for or on account of injury to a person or property arising solely from the District's own acts of negligence in carrying out its obligations under this Agreement.
- c.

#### **16) TERMS OF AGREEMENT**

- a. The College and the District reserve the mutual right to terminate this Agreement through a written notice given within ninety (90) days prior to the termination date.
- b. Students enrolled in Dual Enrollment courses at the time the notice is given will be permitted to complete the course(s) until the end of the semester in which the notice is first given.
- c. An amendment to this Agreement is not effective until approved in writing by an authorized representative from the College and the District.

#### **17) GENERAL PROVISIONS**

- a. Each party acknowledges that the other is obligated to strictly comply with the Public Information Act, Chapter 552, *Texas Government Code*, in responding to any request for public information pertaining to this agreement.
- b. This Agreement is performable in Webb County, Texas. Further, the validity of this Agreement and all matters pertaining to this Agreement, including but not limited to, matters of performance, non-performance, breach, remedies, procedures, rights, duties, and interpretation or construction, shall be governed and determined by the constitution and the laws of the State of Texas.
- c. Neither party is required to perform any term, condition, or covenant of this Agreement, if performance is prevented or delayed by a natural occurrence, a fire, an act of God, an act of

terrorism, or other similar occurrence, the cause of which is not reasonably within the control of such party and which by due diligence it is unable to prevent or overcome.


- d. Any notice required or permitted under this Agreement must be in writing, and shall be deemed to be delivered (whether actually received or not) when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the intended recipient at the address set out below. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, email or other commercially reasonable means and will be effective when actually received. Each party can change its respective notice address by sending to the other party a notice of the new address. Notices should be addressed as follows:

e.

Laredo College  
Attn: Dr. Ricardo J. Solis  
West End Washington Street  
Laredo, Texas 78040  
Phone: (956) 722-0521  
Fax: (956) 721-5381  
Email: [president@laredo.edu](mailto:president@laredo.edu)

Zapata County Independent School District  
Attn: Carlos M. Gonzalez  
P.O. Box 158 – 1302 Glenn St.  
Zapata, TX 78076  
Phone: (956) 765-6546  
Fax: (956)-765-5940  
Email: [cgonzalez@.org](mailto:cgonzalez@.org)

This Agreement shall become effective upon approval by the governing board of ZCISD, upon signing by the Board President of ZCISD or his/her designee, and upon signing by the President of Laredo College. This Agreement shall remain in effect for 5 years unless amended or terminated by either party with ninety (90) days written notice. Termination by either party is effective upon ninety (90) days written notice by either party to the other.

  
Dr. Ricardo J. Solis  
LC President

  
Mr. Carlos M. Gonzales, Jr  
Superintendent

Date

9-28-2020

Date

September 15, 2020



**Course Crosswalks**

**Addendum 1 Early College Academy Academic Courses (HB1)**

LCC Course	LCC Hrs.	ZHS Dual Course	Service ID	ZHS Credit
<b>Technical Dual Credit</b>				
<b>Certified Welder's Assistant</b>				
WLDG 1417 Intro to Layout and Fabrication	4	Welding II/Lab	13032410 (20-21)	2 cr
WLDG 1425 Intro to Oxy-Fuel Welding and Cutting	4			
WLDG 1428 Intro to Shielded Metal Arc Welding	4	Practicum in Manufacturing 1 <sup>st</sup> Time Taken	13033000 (20-21)	2 cr
WLDG 1407 Intro to Welding Using Multiple Process	4			
<b>Academic Dual Credit</b>				
Psychology 2301	3	Psychology	03350100	.5 cr
Speech 1315	3	Prof. Communications (CTE)	13009900	.5 cr
National Government 2305	3	US Government	03330100	.5 cr
Tx. Politics 2306	3	Special Topics in Social Studies 2 <sup>nd</sup> TT	03380022	.5cr
History 1302	3	U.S. History	03340100	1 cr
History 1301	3	Special Topics in Social Studies 1 <sup>st</sup> TT	03380002	.5 cr
English 1301/1302	6	English III (ECA cohort #1 starting with class of '21 or English IV	03220300 03220400	1 cr
Math 1314 College Algebra or Math 1324 Math for Business and Social Sciences	3	Ind. Study in Mathematics- 1st time taken	03102500	1 cr
Drama 1310 Intro to Theater	3	Theater I	03250100	1 cr
COSC 1301 Introduction to Computers	3	BIMM I	13011400	1cr
<b>Courses to start 2021-2022</b>				
College Science TBD	3	Scientific Research and Design	13037400	1cr
College Science TBD	3	Scientific Research and Design	13037210	1cr
Science Lab- TBD	2	TBD		
English 2327 Am. Literature TBD	3	English IV	03220400	1 cr

## Early College Academy Crosswalk

### Dual Credit Crosswalk – 42 hrs \*\*44 with Science lab

- **Crosswalk**
  - Assigned to grade level
  - Adhere to this sequence
- **Sequence differs from**
  - Dual credit students
- **Summer Sessions**
  - Possible
  - Dependent on availability

Grade	Core Component	College Course	Name of course	Dual for HS course	Cr. Hr. Req.	HS credit
9th	Creative - 3	Drama 1310	Introduction to Theater	Theater I	3	1
9th	Comp. Area Option- 6	COSC 1301	Introduction to Computing	BIMM I	3	1
10th	Comp Area Option-6	Speech 1315	Public Speaking	Professional Com.	3	0.5
10th	Social/Beh- 3	Psych 2305	Psychology	Psychology	3	0.5
10th	Gov/Pol. Sci-6	Govt. 2305	National Govt	U.S Govt	3	0.5
10th	Gov/Pol. Sci-6	Govt. 2306	Texas Govt	Sp. Topics in SS (2nd time)	3	0.5
11th	Communications- 6	English 1301/1302	Composition I/II	English III	6	1
11th	American Hist- 6	History 1302	American History	U.S. History (EOC)	3	1
11th	American Hist- 6	History 1301	History	Sp. Topics in SS (1st time)	3	0.5
12th	Lang./Phil./culture- 3	Eng. 2327	American Literature	Eng. IV	3	1
12th	Mathematics 3	College Math-1314 or 1324	Coll. Alg. or Math for B/SS	Ind. Sd in Math (1st time) Ind. Sd in Math (2nd time)	3	1
12th	Life and Pys. Sci-6	Biology 1306	Biology for Sci. Majors	Adv. Science	3	1
			Lab		1	
12th	Life and Pys. Sci-6	Biology 1307	Biology for Sci. Majors	Adv. Science	3	1

### Addendum 2 Workforce Courses (HB5)

<b>Welding Technology</b>					
<b>FIRST YEAR - FALL SEMESTER</b>				Credit Hrs.	Contact Hrs.
WLDG	1425	Introduction to Oxy-Fuel Welding and Cutting		4	112
WLDG	1428	Introduction to Shielded Metal Arc		4	112
WLDG	1407	Introduction to Welding using Multiple Processes		4	112
WLDG	1417	Introduction to Layout and Fabrication		4	112
					112
<b>Total</b>				<b>16</b>	<b>448</b>