

**Memorandum of Agreement**  
**between**  
**Central New Mexico Community College**  
**and**  
**Gordon Bernell Community School**

*Central New Mexico Community College and Gordon Bernell Community School proudly announce the collaboration of efforts and resources to promote education and career pathways for students of New Mexico and beyond by the creation of a Pathways Agreement.*

**I. Purpose**

This Agreement is designed to welcome and accept Gordon Bernell Community School students as students of Central New Mexico Community College. This alliance will provide guidance for enrollment in non-credit Adult Education, Associate degrees and/or certificate programs through coordinated student support and enhanced advising between Central New Mexico Community College (CNM) and Gordon Bernell Community School (GBCS).

**II. Elements of the Agreement**

**A. Admission Practices**

1. CNM will accept and admit GBCS students and provide services to promote success in their pursuit of basic skills development through non-credit Adult Education courses, degree and/or certificate attainment.
2. GBCS students will have access to the various CNM student services before, during and after their transition to CNM. These services include and are not limited to the following:
  - a. Academic Advisement & Job Connection Services
  - b. Financial Aid & Scholarship Services
  - c. Assessment Center
  - d. Student Activities
  - e. Graduation Ceremony
  - f. Disability Resource Center
  - g. TRiO Student Support Services
  - h. Enrollment Services (Academic Records, Admission, and Registration)

### C. Academic Options

Associate and Certificate options are focused in a variety of educational fields. These educational fields offer students the opportunity to pursue programs that lead to transfer opportunities or lead directly into professional occupations and industry. CNM offers the following types of certificate and degree programs.

1. **Associate of Applied Science (AAS) Degree:** An AAS degree program prepares students to enter either skilled or paraprofessional occupations or to upgrade workplace skills and knowledge. An AAS program is not intended to transfer to bachelor's degree programs, although certain courses may be accepted at some institutions.
2. **Associate of Arts (AA) Degree:** An AA degree program is designed for transfer into a bachelor's degree program in liberal arts, social or behavioral sciences or a professional field with such disciplines as its base.
3. **Associate of Science (AS) Degree:** An AS degree program is designed for transfer into a bachelor's degree program in a technical, medical or professional field with such disciplines as its base.
4. **Certificate of Achievement (1-15 credit hours):** A certificate program that prepares students to enter either skilled or paraprofessional occupations or to upgrade workplace skills and knowledge. The courses are often a subset of those required for a corresponding Certificate of Completion or Associate's degree.
5. **Certificate of Completion (16-59 credit hours):** A certificate program that prepares students to enter either skilled or paraprofessional occupations or to upgrade workplace skills and knowledge.
6. **Non-credit Adult Education:** Students can complete classes in English as a Second Language (ESL) or High School Equivalency (HSE). Students in ESL classes can prepare for entry into college credit programs. Students in HSE classes can prepare to take NM High School Equivalency exams (GED or HiSET) and also for entry into college credit programs.
7. CNM Programs and Courses are offered in a variety of formats. Students are encouraged to work with CNM Academic Coaches and/or School Advisors to select the appropriate coursework and format that directly fulfill degree program requirements.
  - Online – Courses are completed 100%
  - Hybrid – Coursework is 50% online and 50% in traditional face to face setting
  - Blended – 51-99% of coursework is completed online.
  - Traditional – Course is completed in a traditional face to face setting

## E. Student Benefits

1. With a completed CNM application, GBCS students will be provided with access to CNM Liaison representatives, whereby students can utilize one point of contact for coordination of all student service needs. A liaison will be assigned through a coordinated effort between CNM and GBCS staff.
2. GBCS students will be eligible to enroll in courses that do not require a prerequisite and/or list a co-requisite that is met with the appropriate Accuplacer scores. Course placement will begin after the completion of the Accuplacer and meeting with a CNM Academic Coach.
3. Upon enrollment at CNM, students can receive personalized guidance towards a number of work related and academic transfer options. Through partnerships with the community and universities across the State of New Mexico, students may pursue and receive guidance towards the following opportunities.
  - a. Navigator Project Affiliates
    1. CNM will assign students with a CNM Student Service representative that will provide Gordon Bernell Community School students with wrap around services to ensure success. These services include, but are not limited to, application help, scholarship and financial aid services, and academic advisement.
  - b. CNM to the University of New Mexico The 2+1+2 Transfer Pathway
    1. Students can earn an associate in any field, a Bachelor of Liberal Arts (BLA), and a Master's in Business Administration (MBA) in as little as 5 academic years. Students are required to complete a specific set of UNM admissions requirements for the BLA and MBA programs. This pathway requires continuous contact with CNM Academic Coaches.
  - c. CTE to Eastern New Mexico 's Bachelor of Applied Arts & Sciences Block Transfer Pathway
    1. Students can choose from the many Associate of Applied Science degree programs and upon completing their A.A.S. degree are assured their credit hours transfer and apply toward ENMU's Bachelor of Applied Arts & Sciences degree program. This pathway requires continues contact with CNM Academic Coaches.
  - d. Central New Mexico Community College Transfer Pathways
    1. CNM has transfer partnerships with all of the Universities in New Mexico in addition to a number of universities and colleges throughout the nation. All GBCS students are eligible to pursue any of these pathways. CNM will guide you and can

assure you are taking the appropriate course in order to transfer seamlessly to the University and degree program of your choosing.

e. Job Connections Services

1. The Job Connections Services can provide resources that help advance students in their intended industry through benefits such as, resume building, practice/mock interviews, and job searching. The JCS office also host an online job bank where students can search for jobs and internship opportunities.

f. Scholarships

1. Gordon Bernell Community School graduates will be eligible for a variety of scholarship opportunities. Students will work closely with the scholarship office to identify scholarship opportunities.

**F. Gordon Bernell Community School Commitment**

1. Gordon Bernell Community School will collaborate with CNM to introduce all of the listed benefits to current and future students.
2. Gordon Bernell Community School will assign a representative to work closely with the CNM Student Services team and help coordinate trainings and events for future students.
3. Gordon Bernell Community School may propose the inclusion of immediate business and community partners as additional beneficiaries of this agreement in order for such partners to receive the benefits of this agreement, CNM must grant written approval.

**E. Implementation of the Agreement**

1. This agreement shall be effective on the date this document is fully signed ("Effective Date") and shall continue in force for up to four (4) years.
2. GBCS and CNM agree to review this agreement every third year from inception or as needed. CNM and Gordon Bernell Community School will designate an individual to serve as liaison for the purpose of monitoring this agreement.
3. Either party may terminate this agreement at any time by giving at least ninety (90) day's written notice to the other party. In the event of the dissolution of this agreement, the terms contained herein will remain in effect for the maximum transitional period of two (2) years to accommodate students already enrolled under the agreement.
4. GBCS and CNM agree to assist each other in promoting this agreement appropriately in their respective promotional materials, events, web sites, and reports. Use of CNM's name or logo must be approved by CNM's Marketing & Communications Office (MCO).

5. All notices to be given shall be delivered in writing as follows:

If to CNM:

Roberto Vasquez  
Director for Transfer Pathways  
Office of Academic Affairs 525 Buena Vista SE Albuquerque, NM  
87106  
505-224-4000 ext. 53075  
cnmtransfers@cnm.edu

If to Gordon Bernell Community School:

Elizabeth Dorado  
Director  
2821 4<sup>th</sup> St NW, Albuquerque, NM  
87107  
505-916-8625

6. Special cases not explicitly or implicitly described in this agreement will be considered on a case-by-case basis by mutual agreement between CNM/GBCS representatives.
7. No amendment to this Agreement shall be effective unless in writing and signed by authorized representatives of both parties and complies with all other regulations and requirements of law.
8. Each party agrees to abide by all applicable Federal and State Laws. This Agreement shall be governed by and construed in accordance with the Laws of the State of New Mexico. Jurisdiction for any claim, dispute, or lawsuit shall be Bernalillo County, New Mexico.
9. Parties shall comply with all Family Education Rights and Privacy Act (FERPA) requirements.
10. Parties agree to adhere to federal and state health directives and CNM's policies related to COVID-19 safety practices located at CNM's web page, [www.cnm.edu](http://www.cnm.edu).

## **F. Signatures**

### **Signatures on File**