

Brooklyn College and Craig Newmark Graduate School of Journalism Bachelor's/Master's Pipeline Program MOU

I. Purpose

The City University of New York campuses at Brooklyn College (“Brooklyn”) and the Craig Newmark Graduate School of Journalism at CUNY (“Newmark”) agree to pilot a Bachelor's/Master's pipeline program that permits eligible Brooklyn students (as defined below) to take graduate level courses at Newmark during their senior year at Brooklyn, with such courses counting towards both their undergraduate and graduate degrees, and secures their early admission to Newmark's master's programs, to enable the completion of both the undergraduate and master's degrees in five years rather than six. The pilot cohort will apply to the program in Spring 2023 for admission in the Fall 2023 session. The program will generally be known as the Brooklyn/Newmark 4+1 Program (“the program”).

II. Term

The term of this Memorandum of Understanding (MOU) shall be for the period beginning with the last date of execution of this MOU and ending on September 1, 2024 and will be automatically renewed for successive two-year periods corresponding with the pertinent academic year. This MOU may be terminated by either party by providing written notice of such termination within thirty (30) days to the other, in which event the program shall terminate after the last cohort of students accepted into the program has completed all graduate coursework at Newmark that may be credited toward the undergraduate degree at Brooklyn.

III. Scope

Brooklyn students who have completed 75 undergraduate credits or more and have maintained a cumulative GPA of 3.5 or higher will be considered eligible to apply for the program. Applicants who successfully complete the admissions process (outlined below) will be informed of provisional admittance to the program by the end of the Spring semester for admission to the program the following Fall. The anticipated maximum enrollment in the first year is approximately ten (10) students. In subsequent years of the program, different maximum enrollment standards may be agreed by the Brooklyn provost and the Newmark dean. A waiting list may be used to fill the place of any student who leaves the program prior to commencing the first semester in the program. Accepted students may earn up to 12 credits in Newmark graduate courses that will apply towards both their bachelor's degree at Brooklyn and their master's

degree at Newmark, as set forth in paragraph V below. Accepted students must maintain a cumulative GPA of 3.5 or higher, have a declared major, maintain full-time undergraduate status, and earn a grade of “B” or better in their graduate coursework. Accepted students will be provisionally admitted to Newmark pending successful completion of their Brooklyn bachelor’s degree. Once students have received their undergraduate degree from Brooklyn, they will be admitted to Newmark the following Fall, and will not be required to complete an application. All other requirements applicable to Newmark students generally will also apply to program students.

IV. Admissions Process

Brooklyn students who wish to apply to the program will be screened by the Newmark 4+1 Admissions Committee, appointed by Newmark’s Chief Academic Officer. Students will be required to submit a personal statement of up to 500 words explaining their personal and academic rationale for joining the program. Students should demonstrate a commitment to pursuing a master’s degree in journalism or a related field, or using their journalism education to pursue a career based upon their current program of study or work experience. The 4+1 Admissions Committee will also review the students’ transcripts, may consult with the students’ Brooklyn advisors or program chairs, and may consider any other information deemed pertinent. Final decision regarding provisional acceptance, rejection or waitlist status at Newmark will be made prior to the date that Brooklyn’s Fall registration will begin.

Newmark will accept the Brooklyn undergraduate students to the Newmark Master of Arts (“MA”) programs provisionally, with final acceptance granted when the students have successfully completed the Newmark courses taken while they are undergraduates, maintained a GPA of 3.5 or better as undergraduates, completed their bachelor degrees at Brooklyn, and met any additional admission criteria set by Newmark. Students not automatically accepted can apply during the regular admissions cycle and credits earned will, while at Brooklyn, count towards the degree.

V. Programs of Study

Select graduate courses leading to a Master of Arts in Journalism degree will be offered as part of the program, including, but not limited to: Craft of Journalism, Introduction to Data Journalism, Legal and Ethical Issues, Fundamentals of Audio Reporting, Fundamentals of Video Reporting, Covering City Government and Politics, Introduction to Health Journalism, Covering the Economy, Issues in International Reporting, Cultural Issues, Introduction to International Reporting.

Newmark and Brooklyn agree to create corresponding lists of the graduate courses to be offered in the program as well as their equivalencies for credit towards the Brooklyn undergraduate degree, where applicable. Such lists may be modified from time to time by mutual agreement of the parties without the need for any further action under this MOU.

VI. Tuition

All Newmark courses taken while the students are undergraduates will be e-permit courses, with credits that may be applied to their undergraduate degrees. As specified by the CUNY Fees Manual, the Newmark permit courses that are applied toward the undergraduate degree will be covered by the students' undergraduate tuition. Newmark will realize 70% of the tuition assessed for these e-permit courses.

VII. Obligations of Brooklyn College

Brooklyn College shall:

1. Conduct outreach to educate Brooklyn students about the program and distribute informational materials and provide an email point of contact for general inquiries.
2. Provide advisement services to students interested in the program
3. Designate a liaison to serve as the primary point of contact for the program with Newmark
4. Ensure that graduate credits earned at Newmark are appropriately credited to student transcripts.
5. Provide access to Newmark to transcripts of students who apply to 4+1.

VIII. Obligations of Newmark Graduate School of Journalism

Newmark shall:

1. Participate in outreach and information seminars to educate Brooklyn students about the program.
2. Waive the application fee.
3. Process applications and provide general enrollment management services.
4. Provide advisement services to students interested in the program.
5. Monitor the progress of the students in the program.
6. Designate a liaison to serve as the primary point of contact for the program with Brooklyn.

7. Work with the Brooklyn registrar to ensure that credits associated with graduate courses taken while a student is an undergraduate transfer and are appropriately applied toward the master's degree at Newmark.

IX. Joint Obligations of Newmark and Brooklyn

Newmark and Brooklyn shall cooperatively:

1. Draft outreach materials
2. Create a short online application form for entry to the program
3. Conduct at least one student information session in Spring 2023
4. Coordinate key dates for program events, including the information session, and application deadlines
5. Assist in processing e-permits and equivalencies to allow the undergraduate students to earn credit (as appropriate) for the graduate courses they take as undergraduates.
6. Understand and agree that each party is responsible for providing the above- allocated and enumerated responsibilities and resources to meet the needs of this program as a whole
7. Further agree that except as set forth in this MOU, the parties are under no obligation to provide financial resources to one another.

X. Entire Agreement

This MOU contains all of the terms of the understanding between the parties and shall not be binding until signed by Newmark and Brooklyn. All previous communications between the parties, whether written or oral, relating to the subject matter of this MOU are superseded.



Date 03 / 15 / 2023

For Craig Newmark Graduate School of Journalism

Date _____

For Brooklyn College

