

2024 Governor's Investment in Technical Education (GIVE) Grant Proposal

Bridges 2 Credentials (B2C)

Motlow State Community College

(Lead & Fiscal Entity)

In Partnership with:

K12 Systems: Fayetteville City, Lincoln, Franklin, & Moore Counties

Workforce: Lincoln County Chamber of Commerce & Fayetteville Lincoln County Industrial Development Board

Industry: FRANKE, Fayetteville Public Utilities, Southern Regional Healthcare, & Bank of Lincoln County

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\$1,847,609.19

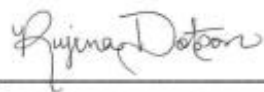
Funding Requested



Dr. Michael Torrence, President



Eric Reynolds, Project Director



Rujena Dotson, Project Co-Director

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Abstract

Bridges 2 Credentials (B2C)

Motlow State Community College and our partners, Fayetteville City, Lincoln, Franklin, and Moore Counties Schools, Fayetteville Lincoln County Chamber of Commerce, Fayetteville Lincoln County Industrial Development Board, FRANKE, Fayetteville Public Utilities, Bank of Lincoln County and Southern Regional Health Care are collaborating to propose a Bridges 2 Credentials (B2C) project which shares the vision of the Governor's Investment in Vocational Education through the creation of pathways from secondary to postsecondary that culminate into postsecondary certificates, diplomas, and or degrees that fill critical demonstrable local and regional workforce needs while creating structured linkages to work-based learning. These goals will be achieved by creating dual enrollment pathways in Central Processing and Cyber Defense at the Motlow State Community College Fayetteville Campus. These programs are within the computer science and healthcare programs of study which are considered two of the most in demand areas within our region and the state. These programs will be designed in a manner which lends both to embedded stackable credentials, potential Associates Degrees, and work-based learning opportunities. Multiple data sources including, but not limited to, THEC Academic Supply and Occupational Demand Report, Jobs4TN, and Tennessee Department of Economic and Community Development's Center for Economic Research in Tennessee (CERT) will indicate that these areas address local, regional and state skills gaps.

Section 1 Demonstration of Need

In an effort to produce pathway bridges between secondary and postsecondary education in an underserved area, Motlow State Community College and our partners including, Fayetteville City, Lincoln, Moore and Franklin County School Systems, FRANKE, Fayetteville Public Utilities, Bank of Lincoln County and Southern Regional Health Care, Lincoln County Chamber of Commerce and the Lincoln County Economic Development Board request funding from the Governor's Investment in Vocational Education grant (GIVE 3.0) to fund our Bridges to Credentials (B2C) project which will specifically focus on implementing a Central Processing program and Cyber Defense program which includes a COMP-TIA certification at the Motlow Fayetteville Campus. The core of these programs will focus on dual enrollment and work-based learning. Both of these programs would not only lead to stackable credentials but also could serve as stepping stones to Motlow Associate Degree programs. The demand for these career paths is not only supported by preferred data from Job4TN, THEC Academic Supply and Occupational Demand Report, and Tennessee Department of Economic Research in Tennessee (CERT) including the TNECD County Profile Tool but other reliable resources as well.

According to Improving the Pipeline for Tennessee Workforce: Academic Supply for Occupational Demand Report 2023, "Healthcare and social assistance is expected to be the largest industry in Tennessee by 2030, with employment of healthcare practitioners and supporter workers expected to increase by more than 64,000." It is considered to be the area in Tennessee with the greatest supply gap. The report

reflects that Surgical Technologists (SOC Code 29-2055) are in demand in seven different regions of Tennessee including, but not limited to, southern middle Tennessee.

It is important to note that the Academic Supply for Occupational Demand Report 2023 also indicates that Tennessee has a strong industry sector that employs computer information technology occupations. Arnold Engineering Development Complex is specifically referenced in the report and is located within the grant service area. In addition, those employed in information security (SOC 15-1212) are in demand throughout the state of Tennessee and specifically in five regions, including the location served by this grant.

In addition to labor market data, it is important to note other key challenges include lack of post-secondary sites, limited existing early postsecondary opportunities, and small enrollment numbers of participating high schools. One of the key barriers that many economically disadvantaged students face when enrolling in postsecondary opportunities is transportation to educational sites and purchasing of required equipment and materials. This is a factor in Lincoln County as there is no TCAT site, and only two industrial maintenance courses are offered at the satellite facility, and those have limited seats. Dual enrollment and postsecondary TCAT students wishing to participate must travel to Pulaski, Shelbyville or Winchester. Transportation is also a barrier for students wishing to participate in Motlow Main Campus courses. Specifically, data from the Comprehensive Local Needs Assessments of Lincoln County High School, Moore County High School, Franklin County Schools and Fayetteville City High School indicate that economically disadvantaged students participate in early postsecondary opportunities (EPSOs) at a lower rate and are less likely to graduate with

Ready Graduate status. Another important piece of this grant is the providing of laptops and industry level technology equipment which will allow economically disadvantaged students the opportunity to participate.

Currently, none of the participating high schools have computer science programs of study and thus no dual enrollment computer science opportunities. In a like manner, only one of the participating high schools, Fayetteville High School, has a dual enrollment health science course, and only seven students participated. Not to mention that it is very difficult for small high schools to offer a variety of programs of study because of limited student enrollment. School systems can't afford to create programs that will have a small number of students participate. It isn't fiscally feasible. However, when small schools are able to collaboratively combine students, new programs of study can be created and thus be beneficial to all of the systems involved.

One key indication of the need to increase high skill, high wage, high demand programs is actual Motlow data which indicates a drastic decline in enrollment at the Motlow Fayetteville Campus since 2019 (See Appendix A). This is especially important when noting that, according to Tennessee Department of Economic Research in Tennessee County Profile data, although the high schools in Lincoln County have a graduation rate that is 7% higher than the state average, the college going rate is 8% lower than the state average. The creation of these two programs would be an opportunity for the Motlow Fayetteville Campus to build capacity to meet the needs of local, regional and state industry and the individuals within the community. Both of these programs would meet the requirement of a livable wage (75% of median income). This grant has the power to addresses all of the previously stated needs.

Section 2 Program Plan

It is important to note that the Bridges 2 Credentials Grant Proposal is actually a two-pronged grant which focuses on the implementation of two dual enrollment programs which would be located at the Motlow Fayetteville Site. The two programs are Central Processing and Cyber Defense. If this grant were received, both of these programs would have stackable credentials which could be attempted in the short term and also be embedded within Associate of Applied Science Degrees in the longer term. In this section, each of these programs will be addressed in detail individually.

Central Processing:

We propose the utilization of grant funding to create a Central Processing Certificate program which focuses on medical instrument sterilization which would begin with the completion of CSPT 1401-Introduction to Central Processing Technology, CSPT 1102- Central Processing Lab, and CSPT 1511 Central Processing Practicum 1 prior to attempting the certification exam for Certified Registered Central Technician (CRCT). It would be possible for a student to also attempt the certification exam for Certified Sterile Processing Distribution Technician (CSPDT.) Thus, these would be stackable credentials. The focus of this particular credential is centered around the sterilization and maintaining of surgical instruments. This would be set up as a dual enrollment course taught on the Motlow Fayetteville site, but not limited to dual enrollment. Post graduates would also be able to participate, thus building the connecting bridge.

In this particular program, a student could build upon the credential completion and choose to complete their Associate of Applied Science. Please note the sequencing in Appendix E for the credential, as well as the course list required to complete the Associate Applied Science degree. It is important to note that the certificate course list actually has an embedded for credit hours practicum which is work-based learning. Dual enrollment students in high school could choose to enroll in a credit bearing WBL course. High school students will participate in organized mock interviews with potential employers and be scored. In addition, employers will assess students quarterly by a professionalism rubric when appropriate (see Appendix G).

This program requires specialty equipment and would be the first of its kind at Motlow. The estimated total onetime purchase of equipment and supplies and materials would be \$351,000. Equipment would include, but not be limited to, instrument sets, sterilizers, specialty sinks, surgical manikins, storage racks, mayo stands, specialty rolling tables, ring stands, suture carts and other equipment. Please note that a detailed list of priced items is included in Appendix B. In addition, the expense of the instructor salary and benefits would also be included beginning in July of the 2025 year.

Cyber Defense:

The second prong of the Bridges 2 Credentials program is centered around the implementation of Cyber Defense dual enrollment courses which prepare students for credential exams but are also part of a concentration which leads to an Associate of Applied Science (AAS) in Computer Information Technology. This program and the designated courses would lend itself to several stackable credentials which also serve

as embedded courses which build the AAS. The potential credentials include MOS, COMP-TIA A+, COMP-TIA Fundamentals, COMP-TIA Networking, and COMP-TIA Security. More specifically, CITC 1302, 1321, 1322, 1332, 2326, and 2363 are all associated with CompTIA exam preparation. CITC 1302 is to prepare students for CompTIA's Network+ exam. CITC 1321 and 1322 prepare students for the two-part CompTIA A+ exam. CITC 1332 UNIX/Linux prepares students for the CompTIA Linux+ exam. Lastly, CITC 2326 prepares students for the CompTIA Security+ exam, while CITC 2363 prepares students for the CompTIA Pentest+ exam. Please note the sequencing in Appendix E for the credential, as well as the course list required to complete the Associate Applied Science degree.

Another key component of this specific program would be to design the course in a manner that would make the course a blended format, the premise being that the dual enrollment students would have one asynchronous virtual piece that would not require interaction with the instruction on a daily basis; however, at least once per week the students would either have to come to the Motlow Fayetteville site in person or connect synchronously via virtual during that designated time slot. The rationale for this particular piece is to ensure that students are on task, understanding content and pacing appropriately. It is the belief of the committee and specifically the secondary partners that dual enrollment students perform more effectively with this key accountability piece in collaboration with an established instructor relationship.

This program is also an incredibly equipment, startup materials and supplies heavy program with a price tag of \$599,000. Please see the complete and detailed

equipment inventory and cost in Appendix B. In addition, the expense of the instructor salary and benefits would also be included beginning in July of the 2025.

| Key Objectives | Measurement | Accountability |
|---|--|--|
| Create a pathway from secondary to postsecondary that culminates into a postsecondary certificate or degree and fills local and regional workforce need | Increased number of dual enrollment programs at the Fayetteville Motlow site | Goal= Two dual enrollment postsecondary programs will be created at the Fayetteville Motlow site |
| Acquire equipment and resources to create academic programs which creates pathways from secondary to postsecondary | Industry appropriate equipment, supplies and materials purchased for dual enrollment programs will be purchased (refer to Appendix B detailed item list) | Goal= Accurate and detailed inventory lists will be created, maintained, and monitored quarterly by the Administrative Team |
| Develop and implement collaborative, meaningful, and structured work-based learning experiences | Central Processing and Cybersecurity students in dual enrollment will participate in mock interviews and potentially enroll in WBL for high school credit and or will participate in Practicum (WBL) as included in AAS Degree coursework. | Enrollment numbers in practicums and secondary WBL by Central Processing and Cyber Security will be monitored quarterly by the Administrative team and annually by the Advisory committee Participation Goal = 25 participants by Year 4 |
| Provide industry recognized certifications to meet identified regional work force needs | Number of attempted certifications and number of successfully earned certifications | Goal= 40 attempted certifications by end of year 4, 25 earned certifications by the end of year 4 |
| | | |

| | | |
|---|---|--|
| <p>Hire highly qualified, motivated, and trained personnel who create pathways from secondary to postsecondary through dual enrollment</p> | <p>Cyber Security and Central Processing Instructors hired</p> | <p>Goal= By July of 2025 Cyber Security and Central Processing Instructors hired for Motlow Fayetteville Site (2 total instructors)</p> |
| <p>Create a pathway for employers to access future and currently ready potential employees</p> | <p>Number of students participating in created pathways employed</p> | <p>Goal= Administrative Team will maintain a data base of students participating in both programs and reach out annually to track job placement Goal= 30% job placement rate of those completing credentials and or AAS</p> |
| <p>Remove barriers to early postsecondary participation for all students including underserved student populations in dual enrollment opportunities</p> | <p>All necessary equipment and materials purchased for both programs to ensure that ED students are able to participate</p> | <p>Goal= Administrative team will meet quarterly with grant administrator to ensure that all students are provided necessary equipment and supplies, Grant personnel will create and administer exit surveys to participating students annually with data to be tabulated and presented to Administrative team</p> |
| <p>Train and work collaboratively with secondary personnel to ensure that students are given necessary tools and instruction to enroll and participate in early postsecondary opportunities</p> | <p>Meetings with secondary college and career personnel and presentations to participating high school students to make them aware of EPSO opportunities by GIVE 3.0 grant personnel and Motlow Fayetteville Site dual enrollment personnel</p> | <p>Goal= At least three counselors attend collaborative meetings held annually until end of grant to establish relationships and provide information pertaining to GIVE 3.0 grant and EPSO opportunities created, Grant personnel present to all participating high schools to inform students of grant created EPSO opportunities</p> |

Section 3 Strength of Partnership

Strong partnerships are key to creating a successful grant foundation, implementation strategy, and Work-based Learning program with the intent that all these pieces will continue to operate successfully in tandem after this grant is concluded. The stakeholders include Fayetteville City Schools (K-12), Lincoln County Schools (K-12), Franklin County Schools (K-12), Moore County Schools (K-12), Lincoln County Chamber of Commerce (Local Workforce), Lincoln County Industrial Development Board (Local Workforce), FRANKE (Employer), Bank of Lincoln County (Employer), Fayetteville Public Utilities (Employer), and Southern Regional Health Care (Employer.) Appendix C contains the Memorandums of Understanding from K-12, workforce and employer partners which outline specific roles and responsibilities in detail.

SECTION 4 Budget Plan

The projected budget for the B2C project is \$1,847,609.19, including in-kind services of \$92,276.00, for a total project cost of \$1,939,885.19. The Central Processing program with emphasis on Surgical Technology requires specialty equipment and would be the first of its kind at Motlow. The estimated total onetime purchase of equipment and supplies and materials cost would be \$351,000. Equipment would include, but not be limited to, instrument sets, sterilizers, specialty sinks, surgical manikins, storage racks, mayo stands, specialty rolling tables, ring stands, suture carts and other

equipment. In addition, the expense of the instructor salary and benefits, totaling \$120,000 annually, is also included beginning in July of 2025, and running through the end of the grant period. The Cyber Defense program is also an incredibly equipment heavy program with a price tag of \$599,000. However, it is very important to note that the bulk of this expense is a onetime purchase. Please see the complete and detailed equipment inventory and cost in Appendix B. In addition, the expense of the instructor salary and benefits estimated at \$120,000 annually would also be included beginning in July 2025. The only other expenses included are a part-time Grant Coordinator to help facilitate the project with the Project Director and leadership team by assisting with student recruitment, and the professional development for college and career counselors of participating secondary partners, necessary fees, materials and supplies, and travel. Please note that a detailed list of priced items and all other expenses is included in Appendix B.

SECTION 5 Sustainability

MSCC, and specifically the MSCC Fayetteville campus, are committed to continuing to build pathways between secondary and postsecondary education. We believe that sustainability is one of the strongest parts of our proposal, because the key to sustaining the Bridge to Credentials program through the implementation of a Cybersecurity and a Surgical Technology program will be tied to partner collaboration, student recruitment and strong program foundations.

One of the biggest hurdles for the implementation of both these programs is the initial expense of equipment and the hiring of qualified, motivated and invested instructors. As both of these programs have hefty initial purchase price tags, the GIVE

3.0 grant would be the jumpstart to two potentially, impactful programs. In addition, instructors and grant personnel having the time and resources to set the stage for success would create a strong program foundation.

Upon completion of the GIVE 3.0 grant, sustainability would center around secondary partners, college and career counselors, and school system CTE Directors working collaboratively with the existing MSCC dual enrollment personnel and program instructors from the MSCC Fayetteville site to ensure the communication of program opportunities via student recruitment and assist in necessary EPSO registration activities. Funding for the instructor salaries and materials and supplies would be generated by ongoing student enrollment in the program which will access state provided dual enrollment funding, as well as funding from potential continued enrollment through Tennessee Promise funding. Motlow would be responsible for equipment maintenance, software updates and necessary over time replacement of equipment. Also, the industry and community partners are committed to annual mock interviews at all the involved schools which will bring together students and industry to create continuing Work-based learning partnerships which will be tied to the credit bearing high school WBL programs and the embedded practicums for students who choose to pursue Associate of Applied Science Degrees. The Motlow Fayetteville site is also committed to the designation of classroom and office space for both the programs as is needed in the future. The project director will also continue to meet annually with the program advisory committee.

SECTION 6 Optional Criteria

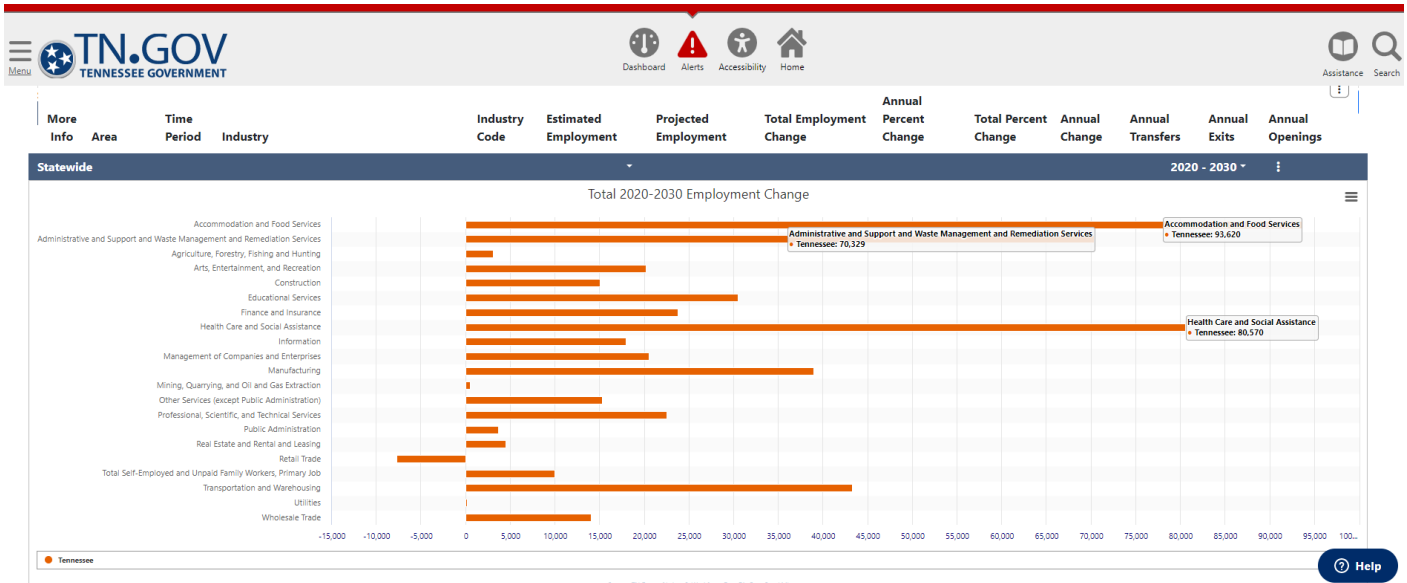
It is important to note that although none of the collaborating counties are considered “distressed” or “at risk”, Motlow Fayetteville campus does serve students on campus from Warren County. Warren County is considered an “at risk” county. Because of this, Warren County is within the service area of the Fayetteville Motlow Site.

List of Appendices

1. Appendix A– Data List
2. Appendix B- Budget and Narrative
3. Appendix C- Partnership Memorandums of Understanding
4. Appendix D- Project Timeline
5. Appendix E- Course Sequence
6. Appendix F- Designation Map
7. Appendix G- Work-Based Learning Assessment and Scoring and Mock Interview Score Sheet

Appendix A- Data List

Jobs4 TN



<https://jobs4tnwfs.tn.gov/vosnet/analyzer/resultsNew.aspx?session=indproj&plang=E>

THEC Academic Supply and Occupational Demand Report 2024



Health Sciences

28 In-Demand Occupations | 81 Aligned Academic Programs

Healthcare and social assistance is expected to be the largest industry in Tennessee by 2030, with employment of healthcare practitioners and support workers expected to increase by more than 63,500.² Of the 28 **in-demand** occupations in Tennessee's LWDAs, six were in demand in eight or more areas. There are significant shortages of registered nurses, as measured by job openings, though there is not in evidence across all LWDAs which may be a limitation of our methodologies. Typical training levels for in-demand occupations in the Health Sciences cluster include bachelor's and higher, postsecondary nondegree awards, and associate or high school degrees.

There are many aligned academic programs **supplying** in-demand health sciences occupations. Completers in the health sciences have some of the highest employment rates

² Tennessee Department of Labor and Workforce Development. Tennessee's Economy, 2022-2023, p. 15.

<https://www.tn.gov/thec/research/supply-and-demand.html>

THEC Academic Supply and Occupational Demand Report 2024

Information Technology

11 In-Demand Occupations | 40 Aligned Academic Programs

Information technology (IT) occupations are **in demand** in Tennessee and across the nation. IT occupations are projected to grow 2.9 percent annually from 2020 to 2030, faster than the average for all occupations.⁶ The most in-demand IT occupations include computer user support specialists, computer network support specialists, computer systems analysts, information security analysts, and software developers. Computer user and network support specialists usually require some college but less than a bachelor's degree, while the other occupations usually require a bachelor's degree.

Forty programs ranging from apprenticeships to doctoral degrees **provide training** for these occupations. Certificate programs (1-2-year) in information technology (93 percent) and System, Networking, and LAN/WAN management (95 percent) have the highest share of their graduates found employed in Tennessee. While short term trends have shown some volatility, IT employment is expected to have strong growth long term.

There are several aligned academic programs meeting **unmet need** criteria, including the post-baccalaureate certificate in medical informatics, bachelor's degree for computer systems analysts and computer and information sciences, the associate degree in information technology, and certificates for information security analysts and computer systems networking and telecommunications.

<https://www.tn.gov/thec/research/supply-and-demand.html>

The Motlow Fact Book

Contact us for assistance: [✉](#)

Enrollment and Credit Hours

Introduction
Definitions
Enrollment & Credit Hours
Demographics
Degree Information
Service Area
Freshman Profile
Dual Enrollment
Retention & Success
Graduates
Financial
Personnel

Filter Options

Fall 2014 Fall 2015 Fall 2016 Fall 2017 Fall 2018 Fall 2019 Fall 2020 Fall 2021 Fall 2022 Fall 2023 Spring 2014 Spring 2015 Spring 2016 Spring 2017 Spring 2018 Spring 2019 Spring 2020 Spring 2021 Spring 2022 Spring 2023 Spring 2024

American Indian

Asian

Black

Hawaiian Pacific

Hispanic

Multiracial

Unknown

White

Not Pell Eligible

Pell Eligible

Learning Support

No Learning Support

Continuing

Dual Enrollment

First Time Freshman

New Special & Transient

New Transfer

Readmitted

Non-Traditional(age>24)

Traditional(age 21-24)

Traditional(age<21)

Fall Enrollment Trend

| Term | Headcount | FTE |
|-----------|-----------|--------|
| Fall 2014 | 394 | 240.67 |
| Fall 2015 | 385 | 250.94 |
| Fall 2016 | 438 | 291.33 |
| Fall 2017 | 494 | 333.00 |
| Fall 2018 | 611 | 396.20 |
| Fall 2019 | 488 | 322.34 |
| Fall 2020 | 313 | 185.94 |
| Fall 2021 | 220 | 124.00 |
| Fall 2022 | 228 | 116.60 |
| Fall 2023 | 222 | 123.40 |

Spring Enrollment Trend

| Term | Headcount | FTE |
|-------------|-----------|--------|
| Spring 2014 | 323 | 197.00 |
| Spring 2015 | 301 | 191.80 |
| Spring 2016 | 320 | 227.07 |
| Spring 2017 | 389 | 261.67 |
| Spring 2018 | 481 | 306.47 |
| Spring 2019 | 444 | 295.87 |
| Spring 2020 | 286 | 286.40 |
| Spring 2021 | 223 | 120.74 |
| Spring 2022 | 176 | 93.07 |
| Spring 2023 | 148 | 65.87 |
| Spring 2024 | 181 | 81.80 |

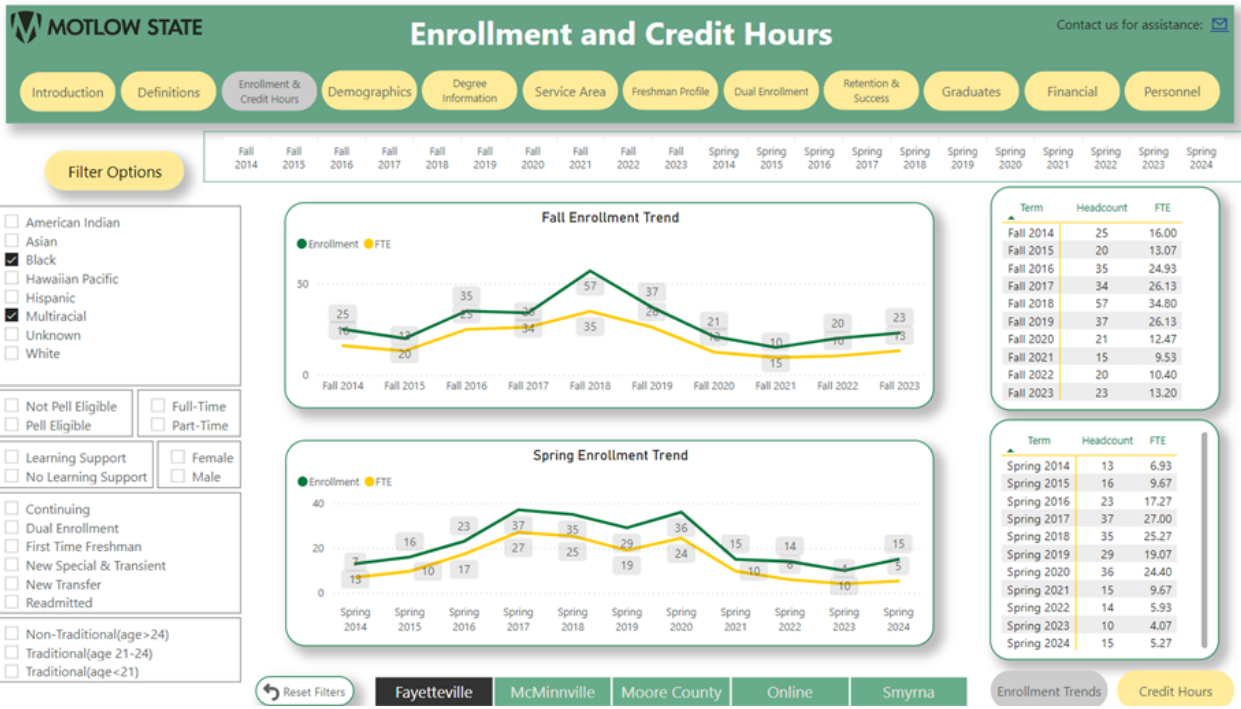
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| Spring 2020 | 286 | 286.40 |
| Spring 2021 | 223 | 120.74 |
| Spring 2022 | 176 | 93.07 |
| Spring 2023 | 148 | 65.87 |
| Spring 2024 | 181 | 81.80 |

Reset Filters

Fayetteville
McMinnville
Moore County
Online
Smyrna

Enrollment Trends
Credit Hours



<https://app.powerbi.com/view?r=eyJrIjoiaWwzMTkzNDgtZmI0MC00NjFkLTliOWQtZTE3Yzk0MGQ3MDVjIiwidCI6IjAwNDZhNTMzLTQwMDUtNDFjOS1hNmNILTEhNWl4OGY5N2M5MmIsImMiOiJN9&pageName=ReportSectionaba6a2428aef69c9c30d%20>

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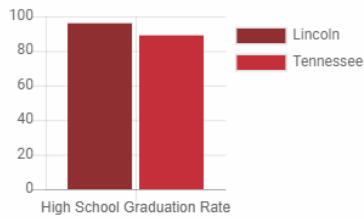
[CaportSectionaba6a2428aef69c9c30d%20](https://app.powerbi.com/view?r=eyJrIjoiaWwzMTkzNDgtZmI0MC00NjFkLTliOWQtZTE3Yzk0MGQ3MDVjIiwidCI6IjAwNDZhNTMzLTQwMDUtNDFjOS1hNmNILTEhNWl4OGY5N2M5MmIsImMiOiJN9&pageName=ReportSectionaba6a2428aef69c9c30d%20)

Tennessee Department of Economic Research in Tennessee (County Profile Tool)

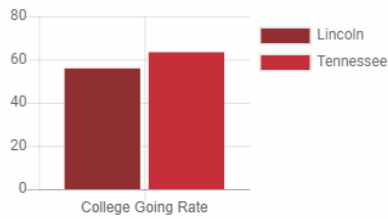
<https://tnecd.com/county-profiles/>

| GENERAL STATS | LINCOLN | TENNESSEE |
|---|---------|-----------|
| Population Aged 25-64 With High School Degree Or Higher | 85.70% | 89.50% |
| Population Aged 25-64 With Associate's Degree Or Higher | 26.80% | 36.70% |
| Population Aged 25-64 With Bachelor's Degree Or Higher | 19.40% | 28.70% |
| High School Graduation Rate | 96% | 89% |
| College Going Rate | 55.90% | 63.40% |
| Average ACT Score | 20.5 | 20.2 |

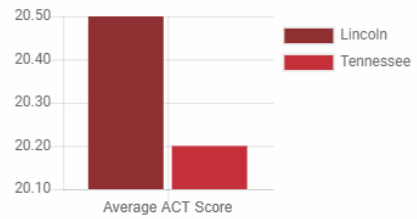
HIGH SCHOOL GRADUATION RATE



COLLEGE GOING RATE



AVERAGE ACT SCORE



THEC Academic Supply and Occupational Demand Report 2024

<https://www.tn.gov/thec/research/supply-and-demand.html>

Oak Ridge National Laboratory (ORNL), U.S. Airforce Arnold Engineering Development Complex, and the University of Tennessee. These organizations provide world-changing technologies to businesses R&D assets and facilities frequently employ information technology occupations. The co-existence of Headquarters, Finance, and Tech industries, R&D, and education drives the need for IT professionals in our state.

| SOC Code | Occupation | In-Demand | | Statewide Entry-Level Wage | Typical Entry-Level Education | Key to TNECD Industry Sectors | STEM |
|----------|---|-----------|-----------------|----------------------------|-------------------------------|-------------------------------|------|
| | | TN | Total # Regions | | | | |
| 11-3021 | Computer and Information Systems Managers | | 1 | \$87,828 | Bachelor's degree | * | # |
| 15-1211 | Computer Systems Analysts | X | 4 | \$59,031 | Bachelor's degree | * | # |
| 15-1212 | Information Security Analysts | X | 5 | \$68,001 | Bachelor's degree | * | # |
| 15-1231 | Computer Network Support Specialists | | 5 | \$42,299 | Associate degree | * | # |
| 15-1232 | Computer User Support Specialists | X | 9 | \$36,615 | Some college, no degree | * | # |
| 15-1241 | Computer Network Architects | | 1 | \$75,483 | Bachelor's degree | * | # |
| 15-1244 | Network and Computer Systems Administrators | | 2 | \$53,125 | Bachelor's degree | * | # |
| 15-1252 | Software Developers | X | 5 | \$64,372 | Bachelor's degree | * | # |
| 15-1253 | Software Quality Assurance Analysts and Testers | | 1 | \$55,735 | Bachelor's degree | * | # |
| 15-1254 | Web Developers | | 1 | \$39,652 | Bachelor's degree | * | # |
| 15-1299 | Computer Occupations, All Other | | 1 | \$38,872 | Bachelor's degree | * | # |

| | | | | | | | |
|---------|--|---|---|----------|--|--|--|
| 29-2055 | Surgical Technologists Ophthalmic Medical | X | 6 | \$40,455 | Postsecondary nondegree award Postsecondary | | |
|---------|--|---|---|----------|--|--|--|

Health Sciences Apprenticeship Completers, 2022

| CIP Code | Program Title | Number of Completers 2022 |
|----------|---|---------------------------|
| 51.0707 | Health Information/Medical Records Technology/Technician. | * |
| 51.0801 | Medical/Clinical Assistant. | 22 |
| 51.0909 | Surgical Technology/Technologist. | * |
| 51.3902 | Nursing Assistant/Aide and Patient Care Assistant/Aide. | 26 |

| APPENDIX B: Budget | | | | |
|--|---|---------------------------|----------------------------------|--------------------------|
| GRANT BUDGET | | | | |
| GIVE Program Competitive Grant | | | | |
| The grant budget line-item amounts below shall be applicable only to expenses incurred during the following | | | | |
| Applicable Period: BEGIN: August 2024 END: August 2028 | | | | |
| POLICY 03 Object Line-item Reference | EXPENSE OBJECT LINE- ITEM CATEGORY ¹ | GRANT CONTRACT | GRANTEE PARTICIPATION | TOTAL PROJECT |
| 1, 2 | Salaries, Benefits & Taxes | 720,000.00 | 0.00 | 720,000.00 |
| 4, 15 | Professional Fee, Grant & Award ² | 81,900.00 | 0.00 | 81,900.00 |
| 5, 6, 7, 8, 9, 10 | Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications | 0.00 | 1100.00 | 1,100.00 |
| 11, 12 | Travel, Conferences & Meetings | 6,100.00 | 0.00 | 6,100.00 |
| 13 | Interest ² | 0.00 | 0.00 | 0.00 |
| 14 | Insurance | 0.00 | 0.00 | 0.00 |
| 16 | Specific Assistance to Individuals | 0.00 | 0.00 | 0.00 |
| 17 | Depreciation ² | 0.00 | 0.00 | 0.00 |
| 18 | Other Non-Personnel ² | 151,632.00 | 0.00 | 151,632.00 |
| 20 | Capital Purchase ² | 887,977.19 | 0.00 | 887,977.19. |
| 22 | Indirect Cost | 0.00 | 0.00 | 0.00 |

| | | | | |
|----|--------------------|---------------------|------------------|---------------------|
| 24 | In-Kind Expense | 0.00 | 76,776.00 | 0.00 |
| 25 | GRAND TOTAL | 1,847,609.19 | 77,876.00 | 1,925,485.19 |
| | | | | |

Budget Detail:

Line item 1- Includes the salary and benefits for two full-time instructors. One for Cyber Security and the other for Central Processing with focus on Surgical Technology for the period of 8/2025-6/28.

Line item 2- Include the hire of a Grant Coordinator (contractor) at a rate of \$30/hour plus FICA for 15 hours per week for the period of 8/2024 – 6/2028 not to exceed 39 weeks per year.

Line item 5, 6, 7, 9- MSCC will contribute valued at \$1,100

Line item 11- Travel, meals lodging and per diem payments for meetings with secondary programs, and necessary activities

Line item 18- Please see detailed licenses, fees, registrations etc. for programs below

Line 20- Capital Purchases please see detailed list below

Line 24- Eric Reynolds- Grant Director calculated at 10% \$700/month x 48 months

Rujena Dotson- Grant Co-Director calculated at 5% \$400/month x 48 months

Michelle Walker- MSCC Fayetteville Campus Dual Enrollment 10% \$416/month x 36 months

Secondary College & Career Counselors- 20 hrs x \$30/ hr = \$600 /year x 5 counselors x 3 years = \$9,000

Cyber Security Detail

| Grant Worksheet | | | | | | |
|---|---------------|----------|------------|------------------|--------------|--|
| Item | Cost Per Item | Quantity | Shipping | Total - Shipping | Total Cost | |
| Dell XPS 15" i9 Laptop | \$2,199.00 | 50 | \$0.00 | \$109,950.00 | \$109,950.00 | |
| Dell XPS i7 Desktops | \$1,960.00 | 30 | \$0.00 | \$58,800.00 | \$58,800.00 | |
| Apple Mac Mini M2 Pro | \$1,299.00 | 30 | \$0.00 | \$38,970.00 | \$38,970.00 | |
| Laptop Cart with Cooling | \$2,454.00 | 2 | \$0.00 | \$4,908.00 | \$4,908.00 | |
| Dell PowerEdge Server R960 | \$28,046.62 | 2 | \$0.00 | \$56,093.24 | \$56,093.24 | |
| Tripp Lite 42U Rack Enclosure Server Cabinet Industrial | \$2,489.99 | 1 | \$750.80 | \$2,489.99 | \$3,240.79 | |
| Tripp Lite Power Distribution for Rack | \$169.99 | 1 | \$29.80 | \$169.99 | \$199.79 | |
| FPU Fiber Service | \$125.00 | 1 | \$0.00 | \$125.00 | \$125.00 | |
| NETGEAR Cloud Managed Wireless Access Point | \$175.74 | 1 | \$0.00 | \$175.74 | \$175.74 | |
| Cisco C9300X-48TX-E Catalyst 9300X Network Essentials Switch Mana | \$13,500.00 | 2 | \$0.00 | \$27,000.00 | \$27,000.00 | |
| Cisco Catalyst Rugged Series IR8340 - router - rack-mountable | \$11,988.99 | 2 | \$244.23 | \$23,977.98 | \$24,222.21 | |
| Cisco FirePOWER 3110 Next-Generation Firewall | \$36,473.99 | 2 | \$613.08 | \$72,947.98 | \$73,561.06 | |
| 60" x 72" Solid Steel Storage Cabinet Locker | \$537.00 | 1 | \$0.00 | \$537.00 | \$537.00 | |
| Storage Bin Cabinet | \$999.00 | 1 | \$150.00 | \$999.00 | \$1,149.00 | |
| ASUS VY279HE 27" Eye Care Monitor | \$127.99 | 50 | \$0.00 | \$6,399.50 | \$6,399.50 | |
| Samsung 98" 4k UHD TV | \$7,000.00 | 4 | \$20.00 | \$28,000.00 | \$28,020.00 | |
| RoadMASter 3 Forensic Acquisition | \$15,985.00 | 2 | \$190.00 | \$31,970.00 | \$32,160.00 | |
| Raspberry Pi 5 w/ 8GB RAM | \$80.00 | 24 | \$15.00 | \$1,920.00 | \$1,935.00 | |
| ATX Barebones Kits | \$576.00 | 7 | \$0.00 | \$4,032.00 | \$4,032.00 | |
| Logitech MK270 Wireless Keyboard and Mouse Combo | \$22.99 | 35 | \$0.00 | \$804.65 | \$804.65 | |
| AV Access KVM Switch 3 Device and Dual Monitor support | \$260.99 | 35 | \$0.00 | \$9,134.65 | \$9,134.65 | |
| 13" Framework laptops | \$1,028.00 | 5 | \$0.00 | \$5,140.00 | \$5,140.00 | |
| Abco New Medley 30" x 60" Training Table with Secure Wire Managemen | \$492.00 | 25 | \$0.00 | \$12,300.00 | \$12,300.00 | |
| Dalma Ergonomic Mesh Task Chair | \$135.99 | 35 | \$0.00 | \$4,759.65 | \$4,759.65 | |
| Amazon Basics HDMI Cable 6-foot | \$6.29 | 100 | \$0.00 | \$629.00 | \$629.00 | |
| Tripp Lite 48-port Patch Panel | \$157.00 | 2 | \$29.42 | \$314.00 | \$343.42 | |
| Data Center Ladder Rack | \$139.95 | 2 | \$128.19 | \$279.90 | \$408.09 | |
| Cat 6 Network Cabling 1,000ft | \$100.00 | 2 | \$0.00 | \$200.00 | \$200.00 | |
| Network Tool Kit | \$24.99 | 5 | \$0.00 | \$124.95 | \$124.95 | |
| Laptop Tool Kit | \$27.99 | 5 | \$0.00 | \$139.95 | \$139.95 | |
| Samsung 870 EVO SSD | \$89.00 | 30 | \$0.00 | \$2,670.00 | \$2,670.00 | |
| Laptop Screw Kit | \$16.97 | 3 | \$0.00 | \$50.91 | \$50.91 | |
| Desktop Computer Screw Kit | \$9.99 | 3 | \$0.00 | \$29.97 | \$29.97 | |
| ESD Floor Mat Kit w/ Grounding Wire | \$171.28 | 6 | \$0.00 | \$1,027.68 | \$1,027.68 | |
| ESD Workbench | \$944.09 | 2 | \$1,735.86 | \$1,888.18 | \$3,624.04 | |
| Apple iPad 9 64GB | \$329.00 | 25 | \$0.00 | \$8,225.00 | \$8,225.00 | |
| Google Pixel Tablet | \$499.00 | 25 | \$0.00 | \$12,475.00 | \$12,475.00 | |
| Amazon Basics HDMI Cable w/Fiber Optic 100-foot | \$66.09 | 4 | \$0.00 | \$264.36 | \$264.36 | |
| VmWare w/ Academic Discount | \$330.00 | 1 | \$0.00 | \$330.00 | \$330.00 | |
| TryHackMe Classroom VMs | \$20.00 | 100 | \$0.00 | \$2,000.00 | \$2,000.00 | |
| Cable Matters 200-Pack Cat 6 Pass Through RJ45 Connectors | \$27.99 | 2 | \$0.00 | \$55.98 | \$55.98 | |
| Cable Matters 200-Pack RJ45 Strain Relief Boots | \$12.49 | 1 | \$0.00 | \$12.49 | \$12.49 | |

Central Processing Surgical Technology

| Item | Vendor | Price per unit | Quantity | Total cost |
|---|----------------|----------------|----------|---------------|
| 12 instrument sets | Novo Surgical | | 1 | \$ 64,389.77 |
| Amsco Small Steam Sterilizer | Steris | | 1 | \$ 53,104.59 |
| Reliance 400 XLS Lab Glassware Washer | Steris | | 1 | \$ 67,534.00 |
| HarmonyAir G-Series Dual Light (OR Light) | Steris | | 1 | \$ 37,017.66 |
| Dual bay stainless scrub sink | Steris | | 1 | \$ 10,994.87 |
| OR table with accessories | Steris | | 1 | \$ 39,953.00 |
| Surgical Manikin | Simulab | | 1 | \$ 54,860.00 |
| Storage Racks | | | | |
| Disposable supplies (gowns,gloves,sterile drapes... | | | | |
| Plumbing for sink, sterilizer and instrument washer | | | | |
| Mayo stands | Medicus Health | \$ 909.00 | 1 | \$ 909.00 |
| Back table 30x72x34 | Medicus Health | \$ 1,630.00 | 1 | \$ 1,630.00 |
| Rolling tables for instruments | Medicus Health | \$ 779.00 | 1 | \$ 779.00 |
| Ring stand | Medicus Health | \$ 569.00 | 1 | \$ 569.00 |
| Suture Cart | Medicus Health | \$ 449.00 | 1 | \$ 449.00 |
| AMSCO 33 Reprocessing Sink 97.5" | Steris | | 1 | \$ 18,630.18 |
| Wire rack system for instrument wraps | Medicus Health | | 1 | \$ 929.00 |
| | | | | \$ 351,749.07 |
| Accreditation cost | | | | |
| Application Packet | ARC/STRS | \$ 500.00 | | \$ 500.00 |
| Initial Accreditation Application fee | ARC/STRS | \$ 2,000.00 | | \$ 2,000.00 |
| Initial Site Evaluation fee | ARC/STRS | \$ 3,000.00 | | \$ 3,000.00 |
| Continuing Site evaluation fee | ARC/STRS | \$ 3,000.00 | | \$ 3,000.00 |
| Annual Fee | ARC/STRS | \$ 2,000.00 | | \$ 2,000.00 |
| Faculty Accreditation Workshop | ARC/STRS | \$ 300.00 | | \$ 300.00 |
| | | | | \$ 10,800.00 |

APPENDIX C- Partnership Memorandums of Understanding

1. Fayetteville City Schools
2. Lincoln County Schools
3. Franklin County Schools
4. Moore County Schools
5. Fayetteville Lincoln County Industrial Development Board
6. Fayetteville Lincoln County Chamber of Commerce
7. Southern Regional Health Care
8. FRANKE
9. Bank of Lincoln County
10. Fayetteville Public Utilities

Memorandum of Understanding
between
Motlow State Community College and Fayetteville City Schools

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor’s Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College
Partner representative: Dr. Michael Torrence
Position: President
Address: 6015 Ledford Mill Road, Lynchburg, TN 37352
Telephone: 931-393-1682
E-mail: mtorrence@mscc.edu

Partner name: Fayetteville City Schools
Partner representative: Eric Jones
Position: Director of Schools
Address: 110 Elk Ave. S Fayetteville TN 37160
Telephone: (931)433-5542
E-mail: jonese@fcsboe.org

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor’s Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor’s Investment in Vocational Education Vision and Overview

Since the MOU is intended to describe and detail how partners will contribute to the establishment and maintenance of the GIVE 3.0 program, it is important that all partners to the MOU share a collective vision for the program and have a common understanding as to the scope and purpose of the program.

Duties of Parties

In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget

- Hire and train personnel in accordance with the GIVE 3.0 budget
- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Facilitate and participate in Advisory team activities

For the school partner, Fayetteville City School System, the following may apply:

- Communicate and collaborate with all partners in a timely manner
- Establish a collaborative relationship with MSCC faculty and staff
- Complete documentation related to and associated with the program within a timely manner
- Participate on the advisory team
- Provide college and career counseling services to students which include but are not limited to Early Post-Secondary Opportunity planning, and assistance with dual enrollment registration.
- Assist in the recruitment of potential students by disseminating information and allowing MSCC to present GIVE 3.0 grant program opportunities to appropriate student groups
- Student access to internet and technology unless otherwise provided by Motlow
- Recruit and refer students to the GIVE 3.0 Work Based Learning component of the grant

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by groups consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

In addition, an Advisory Committee will meet twice per year to assess program success and provide input for program improvement. The Advisory Committee will consist of the following members:

Eric Reynolds- Motlow State Community College
Rujena Dotson- Fayetteville City Schools CTE Director
Amy Holder- Motlow State Community College Director of Nursing Program
Susan Welch- Lincoln County Schools CTE Director
Suzanne Mitchell– Franklin County Schools CTE Director
Lashonda Hill- Moore County Schools CTE Director
Elaine Middleton- Lincoln County Industrial Development Board Executive Director
Carolyn Denton- Lincoln County Chamber of Commerce Director
Adam Martin- Chief Executive Officer Southern Tennessee Regional Health Care
Gay Dempsey- Chief Executive Officer Bank of Lincoln County
Mary Beth Seals- Chief Executive Officer Lincoln Health Systems
Brenda Mercier- Director of Human Resources FRANKE
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

- The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties. Submission of a revised MOU requires a program amendment to be submitted to the state coordinator for approval
- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.
- An individual partners' participation in the GIVE grant program may be terminated for non-compliance with the MOU provided the other parties provide written notice clearly outlining the reasons for the termination.

Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)
Dr. Michael Torrence
President
Motlow State Community College
Date: 4/29/24



(signature)
Eric Jones
Director of Schools
Fayetteville School System
Date: 4/24/24

Memorandum of Understanding
between
Motlow State Community College and Lincoln County Schools

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor’s Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College
Partner representative: Dr. Michael Torrence
Position: President
Address: 6015 Ledford Mill Road, Lynchburg, TN 37352
Telephone: 931-393-1682
E-mail: mtorrence@mscc.edu

Partner name: Lincoln County Schools
Partner representative: Dr. Bill Heath
Position: Director of Schools
Address: 909 Main Ave S. Fayetteville TN 37160
Telephone: (931)433-3565
E-mail: bheath@lcdoe.org

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor’s Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor’s Investment in Vocational Education Vision and Overview

Since the MOU is intended to describe and detail how partners will contribute to the establishment and maintenance of the GIVE 3.0 program, it is important that all partners to the MOU share a collective vision for the program and have a common understanding as to the scope and purpose of the program.

Duties of Parties

In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget

- Hire and train personnel in accordance with the GIVE 3.0 budget
- Facilitate the procurement, and implementation of appropriate, high quality curriculum
- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Provide student registration assistance in collaboration with secondary partners
- Facilitate and participate in Advisory team activities

For the school partner, Lincoln County School System, the following may apply:

- Communicate and collaborate with all partners in a timely manner
- Establish a collaborative relationship with MSCC faculty and staff
- Complete documentation related to and associated with the program within a timely manner
- Participate on the advisory team
- Provide college and career counseling services to students which include but are not limited to Early Post-Secondary Opportunity planning, and assistance with dual enrollment registration.
- Assist in the recruitment of potential students by disseminating information and allowing MSCC to present GIVE 3.0 grant program opportunities to appropriate student groups
- Provide student access to internet and technology unless otherwise provided by Motlow
- Recruit and refer students to the GIVE 3.0 Work Based Learning component of the grant

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by group consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

In addition, an Advisory Committee will meet twice per year to assess program success and provide input for program improvement. The Advisory Committee will consist of the following members:

Eric Reynolds- Motlow State Community College
 Rujena Dotson- Fayetteville City Schools CTE Director
 Amy Holder- Motlow State Community College Director of Nursing Program
 Susan Welch- Lincoln County Schools CTE Director
 Suzanne Mitchell– Franklin County Schools CTE Director
 Lashonda Hill- Moore County Schools CTE Director
 Elaine Middleton- Lincoln County Industrial Development Board Executive Director
 Carolyn Denton- Lincoln County Chamber of Commerce Director
 Adam Martin- Chief Executive Officer Southern Tennessee Regional Health Care
 Gay Dempsey- Chief Executive Officer Bank of Lincoln County
 Mary Beth Seals-Chief Executive Officer Lincoln Health Systems
 Adam Martin- Chief Executive Officer Southern Tennessee Regional Health Care
 Gay Dempsey- Chief Executive Officer Bank of Lincoln County
 Brenda Mercier- Director of Human Resources FRANKE
 Britt Dye- Chief Operating Officer Fayetteville Public Utilities
 Dual Enrollment Cyber Defense Instructor (to be hired)
 Dual Enrollment Surgical Technology Instructor (to be hired)
 Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

- The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties. Submission of a revised MOU requires a program amendment to be submitted to the state coordinator for approval
- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.

Severance Clause

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Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)

Dr. Michael Torrence
President

Motlow State Community College

Date: 4/29/24



(signature)

Dr. Bill Heath
Director of Schools
Lincoln County School System

Date: 4/29/24

Memorandum of Understanding
between
Motlow State Community College and Franklin County Schools

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor's Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College

Partner representative: Dr. Michael Torrence

Position: President

Address: 6015 Ledford Mill Road, Lynchburg, TN 37352

Telephone: 931-393-1682

E-mail: mtorrence@mscc.edu

Partner name: Franklin County Schools

Partner representative: Dr. Cary Holman

Position: Director of Schools

Address: 215 South College Street Winchester, TN 37398

Telephone: (931) 967-0626

E-mail: cary.holman@fcstn.net

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor's Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor's Investment in Vocational Education Vision and Overview

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In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget
- Hire and train personnel in accordance with the GIVE 3.0 budget
- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Facilitate and participate in Advisory team activities

For the school partner, Franklin County School System, the following may apply:

- Communicate and collaborate with all partners in a timely manner
- Establish a collaborative relationship with MSCC faculty and staff
- Complete documentation related to and associated with the program within a timely manner
- Participate on the advisory team
- Provide college and career counseling services to students which include but are not limited to Early Post-Secondary Opportunity planning, and assistance with dual enrollment registration.
- Assist in the recruitment of potential students by disseminating information and allowing MSCC to present GIVE 3.0 grant program opportunities to appropriate student groups
- Student access to internet and technology unless otherwise provided by Motlow
- Recruit and refer students to the GIVE 3.0 Work Based Learning component of the grant

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by group consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

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Rujena Dotson- Fayetteville City Schools CTE Director
Amy Holder- Motlow State Community College Director of Nursing Program
Susan Welch- Lincoln County Schools CTE Director
Suzanne Mitchell– Franklin County Schools CTE Director
Lashonda Hill- Moore County Schools CTE Director
Elaine Middleton- Lincoln County Industrial Development Board Executive Director
Carolyn Denton- Lincoln County Chamber of Commerce Director
Adam Martin- Chief Executive Officer Southern Tennessee Regional Health Care
Gay Dempsey- Chief Executive Officer Bank of Lincoln County
Mary Beth Seals- Chief Executive Officer Lincoln Health Systems
Brenda Mercier- Director of Human Resources FRANKE
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

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- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.

- An individual partners' participation in the GIVE grant program may be terminated for non-compliance with the MOU provided the other parties provide written notice clearly outlining the reasons for the termination.

Severance Clause

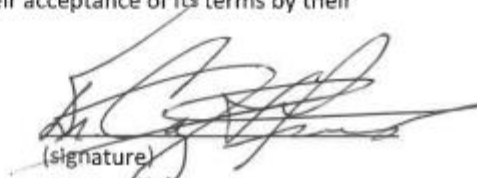
If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)
Dr. Michael Torrence
President
Motlow State Community College
Date: 4/29/24



(signature)
Dr. Cary Helman
Director of Schools
Franklin County School System
Date: 4.17.24

Memorandum of Understanding between Motlow State Community College and Moore County Schools

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor's Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College

Partner representative: Dr. Michael Torrence

Position: President

Address: 6015 Ledford Mill Road, Lynchburg, TN 37352

Telephone: 931-393-1682

E-mail: mtorrence@mscc.edu

Partner name: Moore County Schools

Partner representative: Chad Moorehead

Position: Director of Schools

Address: 308 Mechanic St N Lynchburg, TN 37352

Telephone: (931) 759-7303

E-mail: mcdos@moorecountyschools.net

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor's Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor's Investment in Vocational Education Vision and Overview

Since the MOU is intended to describe and detail how partners will contribute to the establishment and maintenance of the GIVE 3.0 program, it is important that all partners to the MOU share a collective vision for the program and have a common understanding as to the scope and purpose of the program.

Duties of Parties

In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget
- Hire and train personnel in accordance with the GIVE 3.0 budget

- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Facilitate and participate in Advisory team activities

For the school partner, Moore County School System, the following may apply:

- Communicate and collaborate with all partners in a timely manner
- Establish a collaborative relationship with MSCC faculty and staff
- Complete documentation related to and associated with the program within a timely manner
- Participate on the advisory team
- Provide college and career counseling services to students which include but are not limited to Early Post-Secondary Opportunity planning, and assistance with dual enrollment registration.
- Assist in the recruitment of potential students by disseminating information and allowing MSCC to present GIVE 3.0 grant program opportunities to appropriate student groups
- Student access to internet and technology unless otherwise provided by Motlow
- Recruit and refer students to the GIVE 3.0 Work Based Learning component of the grant

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by groups consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

In addition, an Advisory Committee will meet twice per year to assess program success and provide input for program improvement. The Advisory Committee will consist of the following members:

Eric Reynolds- Motlow State Community College
Rujena Dotson- Fayetteville City Schools CTE Director
Amy Holder- Motlow State Community College Director of Nursing Program
Susan Welch- Lincoln County Schools CTE Director
Suzanne Mitchell- Franklin County Schools CTE Director
Lashonda Hill- Moore County Schools CTE Director
Elaine Middleton- Lincoln County Industrial Development Board Executive Director
Carolyn Denton- Lincoln County Chamber of Commerce Director
Adam Martin- Chief Executive Officer Southern Tennessee Regional Health Care
Gay Dempsey- Chief Executive Officer Bank of Lincoln County
Mary Beth Seals- Chief Executive Officer Lincoln Health Systems
Brenda Mercier- Director of Human Resources FRANKE
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

- The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties. Submission of a revised MOU requires a program amendment to be submitted to the stat coordinator for approval
- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.
- An individual partners' participation in the GIVE grant program may be terminated for non-compliance with the MOU provided the other parties provide written notice clearly outlining the reasons for the termination.

Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature

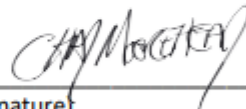


(signature)

Dr. Michael Torrence
President

Motlow State Community College

Date: 4/29/24



(signature)

Chad Moorehead
Director of Schools

Moore County School System

Date: 4/25/2024

**Memorandum of Understanding
between
Motlow State Community College and Fayetteville Lincoln County
Industrial Development Board**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor's Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College

Partner representative: Dr. Michael Torrence

Position: President

Address: 6015 Ledford Mill Road, Lynchburg, TN 37352

Telephone: 931-393-1682

E-mail: mtorrence@mscc.edu

Partner name: Fayetteville Lincoln County Industrial Development Board

Partner representative: Elaine Middleton

Position: Executive Director

Address: 16 Franke Blvd, Fayetteville TN 37334

Telephone: (931)433-0607

E-mail: elaine@flcidb.com

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor's Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor's Investment in Vocational Education Vision and Overview

Since the MOU is intended to describe and detail how partners will contribute to the establishment and maintenance of the GIVE 3.0 program, it is important that all partners to the MOU share a collective vision for the program and have a common understanding as to the scope and purpose of the program.

Duties of Parties

In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget
- Hire and train personnel in accordance with the GIVE 3.0 budget
- Facilitate the procurement, and implementation of appropriate, high quality curriculum
- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Provide student registration assistance in collaboration with secondary partners
- Facilitate and participate in Advisory team activities

For the work force development partner, Fayetteville Lincoln County Industrial Development Board, the following may apply:

- Recruit local industrial and work partners to participate in opportunities for work-based learning including but not limited to job shadowing, and internships
- Establish a collaborative relationship with MSCC and other collaborative partners
- Participate on the advisory committee
- Participate in the evaluation of the GIVE program and this specific project
- Assist in recruiting mentors for student within the industrial circle
- Serve in the role of guest speaker and or mentor if available

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by groups consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

In addition, an Advisory Committee will meet twice per year to assess program success and provide input for program improvement. The Advisory Committee will consist of the following members:

Eric Reynolds- Motlow State Community College
Rujena Dotson- Fayetteville City Schools CTE Director
Amy Holder- Motlow State Community College Director of Nursing Program
Susan Welch- Lincoln County Schools CTE Director
Suzanne Mitchell– Franklin County Schools CTE Director
Lashonda Hill- Moore County Schools CTE Director
Elaine Middleton- Fayetteville Lincoln County Industrial Development Board Executive Director
Carolyn Denton- Lincoln County Chamber of Commerce Director
Mary Beth Seals- Chief Executive Officer Lincoln Health Systems
Adam Martin- Chief Executive Officer Southern Tennessee Regional Health Care
Brenda Mercier- Director of Human Resources FRANKE
Gay Dempsey- Chief Executive Officer Bank of Lincoln County
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

- The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties. Submission of a revised MOU requires a program amendment to be submitted to the state coordinator for approval
- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.
- An individual partner's participation in the GIVE grant program may be terminated for non-compliance with the MOU provided the other parties provide written notice clearly outlining the reasons for the termination.

Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)

Dr. Michael Torrence

President

Motlow State Community College

Date: 4/29/24



(signature)

Elaine Middleton

Executive Director

Fayetteville Lincoln County Industrial
Development Board

Date: 04/17/24

Memorandum of Understanding
between
Motlow State Community College and Lincoln County Chamber of
Commerce

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor's Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College

Partner representative: Dr. Michael Torrence

Position: President

Address: 6015 Ledford Mill Road, Lynchburg, TN 37352

Telephone: 931-393-1682

E-mail: mtorrence@mscc.edu

Partner name: Lincoln County Chamber of Commerce

Partner representative: Carolyn Denton

Position: Director

Address: 208 Elk Ave. S Fayetteville, TN 37160

Telephone: (931)433-1234

E-mail: admin@flcchamber.com

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor's Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor's Investment in Vocational Education Vision and Overview

Since the MOU is intended to describe and detail how partners will contribute to the establishment and maintenance of the GIVE 3.0 program, it is important that all partners to the MOU share a collective vision for the program and have a common understanding as to the scope and purpose of the program.

Duties of Parties

In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget
- Hire and train personnel in accordance with the GIVE 3.0 budget
- Facilitate the procurement, and implementation of appropriate, high quality curriculum
- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Provide student registration assistance in collaboration with secondary partners
- Facilitate and participate in Advisory team activities

For the chamber partner, Lincoln County Chamber of Commerce, the following may apply:

- Recruit local industrial and work partners to participate in opportunities for work-based learning including but not limited to job shadowing, and internships
- Establish a collaborative relationship with MSCC and other collaborative partners
- Participate on the advisory committee
- Participate in the evaluation of the GIVE program and this specific project
- Coordinate Mock Interviews conducted at each school by communicating with and recruiting members of the chamber to serve in an interviewer capacity
- Assist in recruiting mentors for student within the industrial circle
- Serve in the role of guest speaker and or mentor if available

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by groups consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

In addition, an Advisory Committee will meet twice per year to assess program success and provide input for program improvement. The Advisory Committee will consist of the following members:

Eric Reynolds- Motlow State Community College
Rujena Dotson- Fayetteville City Schools CTE Director
Amy Holder- Motlow State Community College Director of Nursing Program
Susan Welch- Lincoln County Schools CTE Director
Suzanne Mitchell– Franklin County Schools CTE Director
Lashonda Hill- Moore County Schools CTE Director
Elaine Middleton- Lincoln County Industrial Development Board Executive Director
Carolyn Denton- Lincoln County Chamber of Commerce Director
Mary Beth Seals-Chief Executive Officer Lincoln Health Systems
Adam Martin- Chief Executive Officer Southern Tennessee Regional Health Care
Brenda Mercier- Director of Human Resources FRANKE
Gay Dempsey- Bank of Lincoln County
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

- The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties. Submission of a revised MOU requires a program amendment to be submitted to the state coordinator for approval
- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.
- An individual partner's participation in the GIVE grant program may be terminated for non-compliance with the MOU provided the other parties provide written notice clearly outlining the reasons for the termination.

Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)

Dr. Michael Torrence
President

Motlow State Community College

Date: 4/29/24



(signature)

Carolyn Denton
Director

Lincoln County Chamber of Commerce

Date: 4/18/24

Memorandum of Understanding
between
Motlow State Community College and Southern
Regional Health Care

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor's Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College
Partner representative: Dr. Michael Torrence
Position: President
Address: 6015 Leford Mill Road, Lynchburg, TN 37352
Telephone: 931-393-1682
E-mail: mtorrence@mscc.edu

Partner name: Southern Tennessee Regional Health Care
Partner representative: Adam Martin
Position: Chief Executive Officer
Address: 185 Hospital Rd Winchester, TN 37398
Telephone: 931-967-8200
E-mail: adam.martin@lpnt.net

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor's Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor's Investment in Vocational Education Vision and Overview

Since the MOU is intended to describe and detail how partners will contribute to the establishment and maintenance of the GIVE 3.0 program, it is important that all partners to the MOU share a collective vision for the program and have a common understanding as to the scope and purpose of the program.

Duties of Parties

In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget
- Hire and train personnel in accordance with the GIVE 3.0 budget
- Facilitate the procurement, and implementation of appropriate, high quality curriculum
- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Provide student registration assistance in collaboration with secondary partners
- Facilitate and participate in Advisory team activities

For the industry partner, Southern Tennessee Regional Health Care Center, the following may apply:

- Offer student opportunities for work-based learning including but not limited to job shadowing, and internships
- Establish a collaborative relationship with MSCC and other collaborative partners
- Participate on the advisory team
- Participate in the evaluation of the GIVE program and this specific project
- Participate in the Mock Interviews conducted at each school
- Collaborate with faculty and staff on the development and implementation of curriculum and instruction
- Serve in the role of guest speaker and or mentor if available

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by group consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

In addition, an Advisory Committee will meet twice per year to assess program success and provide input for program improvement. The Advisory Committee will consist of the following members:

Eric Reynolds- Motlow State Community College
Rujena Dotson- Fayetteville City Schools CTE Director
Amy Holder- Motlow State Community College Director of Nursing Program
Susan Welch- Lincoln County Schools CTE Director
Suzanne Mitchell– Franklin County Schools CTE Director
Lashonda Hill- Moore County Schools CTE Director
Elaine Middleton- Lincoln County Industrial Development Board Executive Director
Carolyn Denton- Lincoln County Chamber of Commerce Director
Mary Beth Seals-Chief Executive Officer Lincoln Health Systems
Adam Martin- Southern Tennessee Regional Health Care
Brenda Mercier- Director of Human Resources FRANKE
Adam Martin- Southern Tennessee Regional Health Care
Gay Dempsey- Chief Executive Officer Bank of Lincoln County
Adam Martin- Southern Tennessee Regional Health Care
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

- The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties. Submission of a revised MOU requires a program amendment to be submitted to the state coordinator for approval
- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.

Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)
Dr. Michael Torrence
President
Motlow State Community College

Date: 4/29/24



(signature)
Adam Martin
Chief Executive Officer
Southern Tennessee Regional Health
System Winchester/Sewanee

Date: 4/24/24

Memorandum of Understanding
between
Motlow State Community College and FRANKE

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor’s Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College
Partner representative: Dr. Michael Torrence
Position: President
Address: 6015 Ledford Mill Road, Lynchburg, TN 37352
Telephone: 931-393-1682
E-mail: mtorrence@mscc.edu

Partner name: FRANKE
Partner representative: Brenda Mercier
Position: Human Resources
Address: 1 Badenhop Blvd. Fayetteville, TN 37334
Telephone: (931)433-7455
E-mail: brenda.mercier@franke.com

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor’s Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor’s Investment in Vocational Education Vision and Overview

Since the MOU is intended to describe and detail how partners will contribute to the establishment and maintenance of the GIVE 3.0 program, it is important that all partners to the MOU share a collective vision for the program and have a common understanding as to the scope and purpose of the program.

Duties of Parties

In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget
- Hire and train personnel in accordance with the GIVE 3.0 budget

- Facilitate the procurement, and implementation of appropriate, high quality curriculum
- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Provide student registration assistance in collaboration with secondary partners
- Facilitate and participate in Advisory team activities

For the industry partner, FRANKE, the following may apply:

- Offer student opportunities for work-based learning including but not limited to job shadowing, and internships
- Establish a collaborative relationship with MSCC and other collaborative partners
- Participate on the advisory team
- Participate in the evaluation of the GIVE program and this specific project
- Participate in the Mock Interviews conducted at each school
- Collaborate with faculty and staff on the development and implementation of curriculum and instruction
- Serve in the role of guest speaker and or mentor if available

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by groups consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

In addition, an Advisory Committee will meet twice per year to assess program success and provide input for program improvement. The Advisory Committee will consist of the following members:

Eric Reynolds- Motlow State Community College

Rujena Dotson- Fayetteville City Schools CTE Director

Amy Holder- Motlow State Community College Director of Nursing Program

Susan Welch- Lincoln County Schools CTE Director

Suzanne Mitchell– Franklin County Schools CTE Director
Lashonda Hill- Moore County Schools CTE Director
Elaine Middleton- Lincoln County Industrial Development Board Executive Director
Carolyn Denton- Lincoln County Chamber of Commerce Director
Mary Beth Seals-Chief Executive Officer Lincoln Health Systems
Adam Martin- Chief Executive Officer Southern Tennessee Regional Health Care
Gay Dempsey- Chief Executive Officer Bank of Lincoln County
Brenda Mercier- Director of Human Resources FRANKE
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

- The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties. Submission of a revised MOU requires a program amendment to be submitted to the state coordinator for approval
- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.
- An individual partner's participation in the GIVE grant program may be terminated for non-compliance with the MOU provided the other parties provide written notice clearly outlining the reasons for the termination.

Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)

Dr. Michael Torrence

President

Motlow State Community College

Date: 4/29/24

Brenda Mercier-----

(signature)

Brenda Mercier

Human Resources Business Partner

FRANKE

Date: 4/17/2024

Memorandum of Understanding
between
Motlow State Community College and Bank of Lincoln County

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor's Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College
Partner representative: Dr. Michael Torrence
Position: President
Address: 6015 Ledford Mill Road, Lynchburg, TN 37352
Telephone: 931-393-1682
E-mail: mtorrence@mscc.edu

Partner name: Bank of Lincoln County
Partner representative: Gay Dempsey
Position: Chief Executive Officer
Address: 307 College St. E Fayetteville, TN 37334
Telephone: (931)433-1708
E-mail: gay@bolconline.com

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor's Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

Governor's Investment in Vocational Education Vision and Overview

Since the MOU is intended to describe and detail how partners will contribute to the establishment and maintenance of the GIVE 3.0 program, it is important that all partners to the MOU share a collective vision for the program and have a common understanding as to the scope and purpose of the program.

Duties of Parties

In this section, the responsibilities and agreements of each party are described separately.

For the fiscal and lead agency, MSCC, the responsibilities and agreements include:

- Serve as fiscal agent for the grant and be responsible for purchasing necessary materials/supplies/equipment for designated components in accordance with the GIVE 3.0 budget
- Hire and train personnel in accordance with the GIVE 3.0 budget
- Facilitate the procurement, and implementation of appropriate, high quality curriculum
- Provide needed support including office space, telephone use, and computer use to carry out the administrative duties of the GIVE grant;
- Provide classroom space and other appropriate space to accommodate the GIVE program components in accordance with the GIVE budget
- Support staff in trainings and professional development
- Complete required documentation associated with the program
- Provide access to assessment and data for the purposes of program evaluation
- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Provide student registration assistance in collaboration with secondary partners
- Facilitate and participate in Advisory team activities

For the industry partner, Bank of Lincoln County, the following may apply:

- Offer student opportunities for work-based learning including but not limited to job shadowing, and internships
- Establish a collaborative relationship with MSCC and other collaborative partners
- Participate on the advisory team
- Participate in the evaluation of the GIVE program and this specific project
- Participate in the Mock Interviews conducted at each school
- Collaborate with faculty and staff on the development and implementation of curriculum and instruction
- Serve in the role of guest speaker and or mentor if available

Meetings

All major administrative decisions concerning the GIVE 3.0 program shall be brought to the Administrative Team. The Administrative team consists of Eric Reynolds, Rujena Dotson, and Tammy O'Dell. Decisions will be reached by groups consensus whenever possible and appropriate. The Administrative team will meet at least quarterly. The Program Director will oversee and make all day-to-day decisions in consultation with the program staff, when appropriate, for the operation of the program. If partners cannot come to a mutual agreement, the lead agency MSCC will have final decision-making authority.

In addition, an Advisory Committee will meet twice per year to assess program success and provide input for program improvement. The Advisory Committee will consist of the following members:

Eric Reynolds- Motlow State Community College
Rujena Dotson- Fayetteville City Schools CTE Director
Amy Holder- Motlow State Community College Director of Nursing Program
Susan Welch- Lincoln County Schools CTE Director
Suzanne Mitchell– Franklin County Schools CTE Director
Lashonda Hill- Moore County Schools CTE Director
Elaine Middleton- Lincoln County Industrial Development Board Executive Director
Carolyn Denton- Lincoln County Chamber of Commerce Director
Mary Beth Seals-Chief Executive Officer Lincoln Health Systems
Adam Martin- Southern Tennessee Regional Health Care
Brenda Mercier- Director of Human Resources FRANKE
Gay Dempsey- Chief Executive Officer Bank of Lincoln County
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

The agreement is for a period of 48 months beginning with the execution of a grant contract and a preference to maintain a long-term alliance to provide skills training and meet industry workforce needs.

Procedures for Modification and Termination

- The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties. Submission of a revised MOU requires a program amendment to be submitted to the state coordinator for approval
- Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.
- An individual partner's participation in the GIVE grant program may be terminated for non-compliance with the MOU provided the other parties provide written notice clearly outlining the reasons for the termination.

Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)

Dr. Michael Torrence

President

Motlow State Community College

Date: 4/29/24



(signature)

Gay Dempsey

Chief Executive Officer

Bank of Lincoln County

Date: 4-19-2024

Memorandum of Understanding
between
Motlow State Community College and Fayetteville Public Utilities

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Motlow State Community College, and Lincoln County Schools. who are partnering to support the Governor’s Investment in Vocational Education (GIVE 3.0) grant program.

Partner name: Motlow State Community College
Partner representative: Dr. Michael Torrence
Position: President
Address: 6015 Ledford Mill Road, Lynchburg, TN 37352
Telephone: 931-393-1682
E-mail: mtorrence@mscc.edu

Partner name: Fayetteville Public Utilities
Partner representative: Britt Dye
Position: Chief Executive Officer
Address: 408 College St. W Fayetteville, TN 37334
Telephone: (931)433-1522
E-mail: bdye@fpu-tn.com

Purpose

The purpose of this MOU is to establish an agreement between the above, mentioned parties concerning their respective roles and responsibilities for implementation of the Governor’s Investment in Vocational Education (GIVE 3.0). This agreement is to establish and coordinate joint processes and procedures for the provisions of the GIVE 3.0 grant program for grant implementation, students, staff development, supervision, and program evaluation.

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- Assist the program in developing, implementing and creation of sustainability plan
- Recruit and refer students to the GIVE 3.0 work
- Provide student registration assistance in collaboration with secondary partners
- Facilitate and participate in Advisory team activities

For the industry partner, Fayetteville Public Utilities, the following may apply:

- Offer student opportunities for work-based learning including but not limited to job shadowing, and internships
- Establish a collaborative relationship with MSCC and other collaborative partners
- Participate on the advisory team
- Participate in the evaluation of the GIVE program and this specific project
- Participate in the Mock Interviews conducted at each school
- Collaborate with faculty and staff on the development and implementation of curriculum and instruction
- Serve in the role of guest speaker and or mentor if available

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Eric Reynolds- Motlow State Community College
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Elaine Middleton- Lincoln County Industrial Development Board Executive Director
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Mary Beth Seals-Chief Executive Officer Lincoln Health Systems
Adam Martin- Southern Tennessee Regional Health Care
Brenda Mercier- Director of Human Resources FRANKE
Gay Dempsey- Chief Executive Officer Bank of Lincoln County
Britt Dye- Chief Operating Officer Fayetteville Public Utilities
Dual Enrollment Cyber Defense Instructor (to be hired)
Dual Enrollment Surgical Technology Instructor (to be hired)
Grant Coordinator (to be hired)

Funding

Give Grant funding is designed to provide salaries of Cyber Defense Instructor, Surgical Technology Instructor, and Grant Coordinators; necessary equipment to create and implement Cyber Defense and Surgical Technology Dual Enrollment courses. Invoices should be submitted at 30-day intervals

Duration

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Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature



(signature)
Dr. Michael Torrence
President
Motlow State Community College
Date: 4/29/24



(signature)
Britt Dye
CEO/General Manager
Fayetteville Public Utilities
Date: 4/25/24

Appendix- D Timeline


| Activity | Specific Timeline |
|--|-----------------------------|
| (Phase 1) Execute Grant Contract | August-2024 |
| (Phase 1) Administrative team meet to inform Advisory committee of grant award and begin strategic planning | August-2024 |
| (Phase 1) Advertise for and hire part-time Grant Coordinator to Assist the Project Director (15 hrs. per week @ \$30/hr) | September-2024 |
| (Phase 1) Purchase high quality industry recommended equipment to be utilized in dual enrollment courses | October-2024 |
| (Phase 1) Tag and Inventory Equipment | October 2024- February 2025 |
| (Phase 2) Meet with CTE Directors and College and Career Counselors from participating secondary partners to introduce grant programs and strategy | February-2025 |
| (Phase 2) Grant Coordinator/Motlow Fayetteville site dual enrollment personnel present to potential students at participating secondary partner schools and assist with enrollment | February 2025- March 2025 |
| (Phase 2) Post Cyber Security and Central Processing Instructor Positions | April-2025 |
| (Phase 2) Hire Cyber Security and Central Processing Instructor | June- July 2025 |
| (Phase 2) Cyber Security and Central Processing courses begin | August- December 2025 |
| | |

| | |
|--|--|
| *(Phase 3) Cyber Security and Central Processing courses continue | January- May 2026 |
| *(Phase 3) Meet with CTE Directors and College and Career Counselors from participating secondary partners to introduce grant programs and strategy | February 2026, February 2027, February 2028 |
| *(Phase 3) Grant Coordinator/ Motlow Fayetteville site dual enrollment personnel present to potential students at participating secondary partner schools and assist with enrollment | February 2026- March 2026, February 2027- March 2027, February 2028- March 2028 |
| *(Phase 3) Conduct Mock Interviews in all participating secondary high schools in collaboration with local Chamber of Commerce industries | March 2025, March 2026, March 2027, March 2028 |
| *(Phase 3) Students placed in WBL settings | January 2026-June 2028 |
| *(Phase 3) Quarterly Administrative Team Meetings | August 2024, 2025, 2026, 2027; November 2024, 2025, 2026, 2027; February 2025, 2026, 2027, 2028; May 2025, 2026, 2027, 2028 |
| * (Phase 3) Annual Advisory Committee Meetings | September 2024, 2025, 2026, 2027 |
| *(Phase 4) Grant Closeout- Provide cumulative data and results | June-28 |
| * Indicate multiple year activities | |
| Refer to sustainability plan for post grant details | |

APPENDIX E- Course Sequence

Central Processing

Work-Based
Learning



| Fall/Spring | |
|---|-----------|
| CSPT 1401 – Introduction to Central Processing Technology | 4 |
| CSPT 1102 – Central Processing Lab | 1 |
| CSPT 1511 – Central Processing Practicum I | 5 |
| Total Semester hours | 10 |
| Fall/Spring | |
| CSPT 1310 – Central Processing Capstone | 3 |
| CSPT 1412 – Central Processing Practicum II | 4 |
| Total Semester Hours | 7 |
| Total Hours | 17 |

| Fall Start | |
|--|-----------|
| Fall | |
| NRSG 1370 - Medical Terminology for Healthcare Professionals 3 sem hrs cr | 3 |
| BIOL 2230 - Microbiology 4 sem hrs cr | 4 |
| SURG 1102 - Orientation to Surgical Technology 1 sem hr cr | 1 |
| SURG 1410 - Surgical Technology and Patient Care I 4 sem hrs cr | 4 |
| SURG 2310 - Surgical Microbiology and Asepsis 3 sem hrs cr | 3 |
| Total Hours | 15 |
| Spring | |
| BIOL 2010 - Human Anatomy and Physiology I 4 sem hrs cr | 4 |
| SURG 1305 - Surgical Pharmacology 3 sem hrs cr | 3 |
| SURG 2321 - Surgical Procedures I 3 sem hrs cr | 3 |
| SURG 2420 - Surgical Technology and Patient Care II 4 sem hrs cr | 4 |
| Total Hours | 14 |
| Fall | |
| BIOL 2020 - Human Anatomy and Physiology II 4 sem hrs cr | 4 |
| COMM 2025 - Fundamentals of Communication 3 sem hrs cr | 3 |
| PSYC 1030 - Introduction to Psychology 3 sem hrs cr | 3 |
| SURG 2330 - Surgical Procedures II 3 sem hrs cr | 3 |
| SURG 2103 - Clinical Practicum I 1 sem hr cr | 1 |
| SURG 2201 - Clinical Practicum II 2 sem hrs cr | 2 |
| Total Hours | 16 |
| Spring | |
| ENGL 1010 - English Composition I 3 sem hrs cr | 3 |
| MATH 1530 - Introductory Statistics 3 sem hrs cr OR MATH 1710 - Precalculus Algebra 3 sem hrs cr | 3 |
| Humanities/Literature 3 sem hrs cr | 3 |
| PSYC 2130 - Lifespan Development Psychology 3 sem cr hrs | 3 |
| SURG 2302 - Clinical Practicum III 3 sem hrs cr | 3 |
| Total Hours | 15 |
| Grand Total | 60 |

Cyber Defense

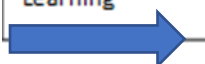
CONCENTRATION REQUIREMENTS (45 credit hours)

- CITC 1300 - Beginning HTML & CSS 3 sem hrs cr
- CITC 1301 - Intro to Programming and Logic 3 sem hrs cr
- CITC 1302 - Introduction to Networking 3 sem hrs cr
- CITC 1303 - Database Concepts 3 sem hrs cr
- CITC 1317 - Introduction to Scripting Languages 3 sem hrs cr
- CITC 1321 - A+ Hardware 3 sem hrs cr
- CITC 1322 - A+ Software 3 sem hrs cr
- CITC 1332 - UNIX/Linux Operating System 3 sem hrs cr
- CITC 1334 - Project Management and Design 3 sem hrs cr
- CITC 1351 - Principles of Information Assurance 3 sem hrs cr
- CITC 2326 - Network Security 3 sem hrs cr
- CITC 2352 - Digital Forensics 3 sem hrs cr
- CITC 2363 - Internet/Intranet Firewalls and eCommerce Systems 3 sem hrs cr
- INFS 1010 - Computer Applications 3 sem hrs cr
-

And one of the following:

- CITC 2390 - Capstone Course in Computer Information 3 sem hrs cr
- CITC 2399 - CO-OP/Internship III in Computer Information Technology 3 sem hrs cr

Work-Based
Learning



GENERAL EDUCATION (15 credit hours)

Communications (6 credit hours)

- ENGL 1010 - English Composition I 3 sem hrs cr
- COMM 2025 - Fundamentals of Communication 3 sem hrs cr

Humanities/Fine Arts (3 credit hours)

One of the following:

- ART 1035 - Introduction to Art 3 sem hrs cr
- MUS 1030 - Introduction to Music 3 sem hrs cr
- THEA 1030 - Introduction to Theatre 3 sem hrs cr

Mathematics (3 credit hours)

One of the following:

(MATH 1630 or MATH 1710 recommended)

- MATH 1010 - Math for General Studies 3 sem hrs cr
- MATH 1530 - Introductory Statistics 3 sem hrs cr
- MATH 1630 - Finite Mathematics 3 sem hrs cr
- MATH 1710 - Precalculus Algebra 3 sem hrs cr
- MATH 1910 - Calculus I 4 sem hrs cr

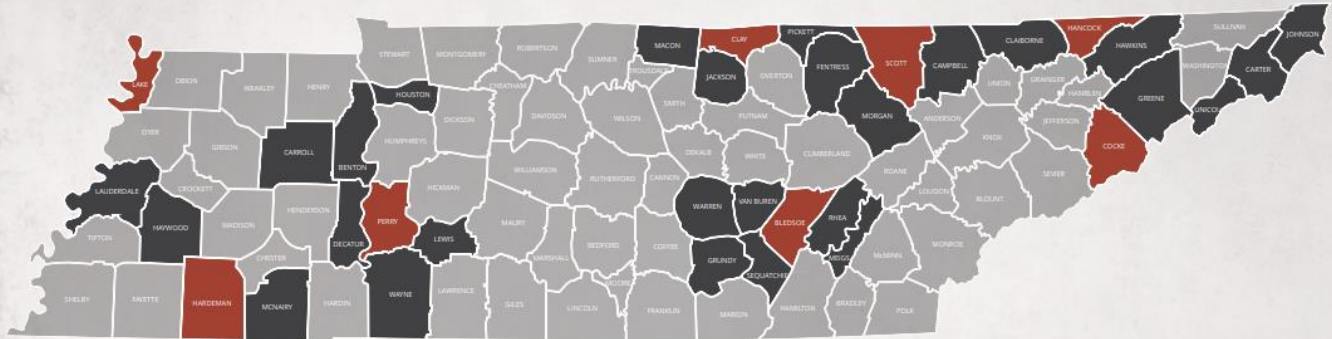
Social and Behavioral Science (3 credit hours)

One of the following:

- ECON 2100 - Principles of Macroeconomics 3 sem hrs cr
- ECON 2200 - Principles of Microeconomics 3 sem hrs cr

Appendix F- Economic Status Map

DISTRESSED & AT-RISK COUNTIES



DISTRESSED COUNTIES

- | | |
|---------|----------|
| Bledsoe | Hardeman |
| Clay | Lake |
| Cocke | Perry |
| Hancock | Scott |

AT-RISK COUNTIES

- | | | |
|-----------|------------|------------|
| Benton | Hawkins | Meigs |
| Campbell | Haywood | Morgan |
| Carroll | Houston | Pickett |
| Carter | Jackson | Rhea |
| Claiborne | Johnson | Sequatchie |
| Decatur | Lauderdale | Unicoi |
| Fentress | Lewis | Van Buren |
| Greene | Macon | Warren |
| Grundy | McNairy | Wayne |



Appendix G- Work-Based Learning Professionalism Rubric and Mock Interview Score Sheet

MOCK INTERVIEW RATING SHEET

Directions to Employer: Please check the answer that best describes the student during the interview. This form will be used to improve interviewing skills, so please give honest feedback. Any "tips" you can give the student will be greatly appreciated. Thank you.

Name of Student _____

Teacher Name _____

Name of Interviewer _____

Date _____

| Rating Factor | Yes | No | Needs work |
|---|-----|----|------------|
| INTRODUCTION | | | |
| | | | |
| | | | |
| | | | |
| Greeted you by name | | | |
| Offered a firm handshake | | | |
| Maintained good eye contact | | | |
| COMMENTS/ADVICE | | | |
| | | | |
| INFORMATION SHARING | | | |
| Stated skills and experiences clearly in concrete terms | | | |

| | | | |
|---|--|--|--|
| Did not provide inappropriate information (personal problems, negative feelings about previous employers, etc.) | | | |
| Appeared interested, enthusiastic and honest | | | |
| Was able to answer questions and communicated clearly | | | |
| Asked at least one question regarding employment or your business/service | | | |
| COMMENTS/ADVICE | | | |
| CLOSING | | | |
| Offered to follow-up on the interview (example: May I contact you?) | | | |
| Offered a final handshake | | | |

| Student Professional Skills Rubric | | | | | | | | |
|-------------------------------------|--|---|--------|---|-----------|---|------------|---|
| Category | What does this look like? | What does this look like? | Rarely | | Sometimes | | Habitually | |
| Reliability / Dependability | I am someone that can be depended on in the workplace. | I am on time for work/class and transition between tasks without delay. My class materials are ready to go, completed on-time and are of high quality. When I say I will do something, I follow through. | 4 | 5 | 6 | 7 | 8 | 9 |
| Professionalism | I follow the expectations of my workplace environment. | I am dressed appropriately (i.e. uniform, PPE). I demonstrate situational awareness with a priority on safety and appropriate use of technology. I act in a safe way that prevents harm to others, technology, or myself. | 4 | 5 | 6 | 7 | 8 | 9 |
| Collaboration | I work effectively with others in a variety of situations. When asked, when asked, I can answer questions or use resources | I prioritize the well-being of the group over my individual needs. I know when to lead and when to follow. I add value to the group as a whole. I am able to work through possible conflict effectively. I am someone with whom others want to work. | 4 | 5 | 6 | 7 | 8 | 9 |
| Communication | I am able to communicate effectively in a variety of situations. I ask for help when needed and get clarification in a timely manner | I listen, speak, read, and write in alignment with appropriate situational norms: one-on-one, small groups, large groups, presentations, emails, etc. I demonstrate self-advocacy and communicate when necessary. My non-verbal cues (i.e. body language, facial expressions) are respectful and consistent with the message I want to deliver. | 4 | 5 | 6 | 7 | 8 | 9 |
| Respectfulness / Consideration | I treat everything and everyone with respect and do everything with integrity. I respect the learning environment. | I am accepting of others, regardless of race, sexual orientation, religion, or other values. I assume best intentions of everyone. I treat everything with care. I make the effort to get to know and care for everyone. Everything I do is done ethically and with integrity. | 4 | 5 | 6 | 7 | 8 | 9 |
| Learner's Attitude / Growth Mindset | I engage in a Attitude / Growth Mindset highest potential. | I take initiative and always give my best effort. I am persistent and resilient. I am able to take direction, as well as give/take constructive feedback. I continually reflect upon my successes, failures, and practice to improve my skill set/performance. | 4 | 5 | 6 | 7 | 8 | 9 |