

MEMORANDUM OF UNDERSTANDING (MOU)
Between
Southeast Regional Resource Center (SERRC)
In support of the
Juneau Construction Academy (JCA)
And
University of Alaska Southeast, Juneau Campus (UAS)

A. MOU Purpose:

The purpose of this MOU between **SERRC** and **UAS** is to deliver an intensive noncredit co-sponsored condensed Construction Technology course for students sponsored through the Juneau Construction Academy. This MOU specifies services and reimbursements to be provided by each party.

B. Program Topics

UAS will provide for **SERRC** students a noncredit, condensed course entitled Core Construction & Trade Skills. The content will emphasize the objectives and student learning outcomes included in the course syllabus in Attachment A.

C. Instructor

The Instructor for this course will be one of three **UAS** faculty members: Pete Traxler, Justin Fantasia, or Robin Gilcrist, all from the **UAS** Construction Technology Department. It is understood and agreed that **UAS** is an independent contractor and its instructor is not an employee of **SERRC**. The instructor can be contacted through **UAS** at 907-796-6130.

D. Participant Eligibility

SERRC agrees to recruit students for training who meet course eligibility requirements set by NCCER accreditation standards.

1. Students must meet the requirements presented by **JCA**.
2. There are no prerequisites for this course.

E. Schedule

Classes are scheduled according to availability of instructors and the needs of **JCA**.

F. Location

The course will be taught at the **UAS** Technical Education Center located at 1415 Harbor Way, Juneau, Alaska.

G. Equipment

UAS agrees to provide all equipment required for the training. Students will be provided personal protective equipment as required.

H. Cost

The cost for the course will be **\$4000** payable to **UAS**, for a minimum enrollment of 8 students and a maximum enrollment of 12 students. The course fee will cover course planning and preparation, facility use fee, instructional costs, administration, program evaluation, and certificates for each student who completes the course as outlined in the attached syllabus.

I. Cancellation or Rescheduling

If by mutual agreement **UAS** and **SERRC** agree to reschedule this course, a 15% rescheduling fee will be applied to cover **UAS** instructor preparation time and administrative expenses. It will be the responsibility of **SERRC** to notify and coordinate with all course participants in the event of cancellation or rescheduling of this course.

J. Payment Terms

An invoice will be prepared and sent to **SERRC** after the first class session. The billing address for this invoice is 210 Ferry Way; Juneau, Alaska, 99801. **SERRC** agrees to pay **UAS** within 30 days of the first class session. Payment will be delivered to the UAS Office of Administrative Services, 11120 Glacier Hwy, Juneau, AK 99801.

K. Administration

The Administrator for the delivery of this course for **UAS** will be Dayna Mackey, Administrative Manager, School of Career Education, 907-796-6121. The Administrator for **SERRC** will be Brandon Sorel, 907-523-7237.

L. Evaluation

UAS agrees to provide **SERRC** with a final written report upon completion of the course.

This report will include:

1. Attendance record of students.
2. Grade report and student evaluation form.

M. Insurance

UAS, as a self-insured educational institution, will provide liability coverage for participants in the course covered by this MOU

N. Liability

SERRC agrees to cover all expenses associated with UAS equipment lost or stolen during the time of the class.

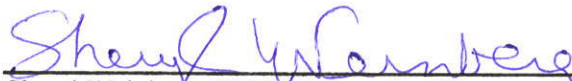
O. Agreement Integration

This Agreement contains the entire Agreement conditions between the parties. There are no promises, terms, conditions, or obligations other than those contained herein. This Agreement shall supersede all previous communications, representations or agreements, either written or oral between the parties.


Further, all parties agree that this MOU will be fulfilled in compliance with applicable laws and regulations of the State of Alaska. Any amendments to this Agreement need to be presented in writing and signed by all parties for acceptance.

P. Signatures of Acceptance:

UAS is pleased to be of service to SERRC by developing and presenting this educational program. After both parties have signed this MOU and the duplicate copy has been returned to UAS, these arrangements are considered acceptable and definite.




Sheryl Weinberg, SERRC Executive Director 2/17/15
Date



Pete Traxler, Associate Dean, UAS School of Career Education 1-29-15
Date



Richard Caulfield, Executive Dean, UAS School of Career Education 2/12/15
Date



Margaret Rea, Director, UAS Office of Budgets, Grants and Contracts 2/13/15
Date