

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

A. MOU Purpose:

The purpose of this MOU between **SERRC** and **UAS** is to deliver non-credit and credit co-sponsored condensed courses for students sponsored through the ACA grant, as well as enrollment in the regularly scheduled credit courses delivered through the UAS School of Career Education. This MOU specifies services and reimbursements to be provided by each party.

B. Program Topics

UAS will provide for **SERRC** students noncredit, condensed courses including:

- Safety Week Skills Training including forklift training, OSHA 10, First Aid/CPR, spring 2023
- Construction Themed Youth Camp, including mine tour, spring 2023

UAS will provide for **SERRC** students credit, condensed courses including:

- Introduction to the Trades, including CT 102, 103, 104-regularly scheduled
- Diesel Engines Simplified, CT 105 regularly scheduled

UAS will also enroll **SERRC** Juneau Construction Academy students into regularly scheduled credit courses at published tuition rates.

C. Instructor

The Instructor for this course will be a **UAS** faculty member from the **UAS** Construction Technology Department or the Power 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 the Alaska Construction Academy standards.

1. Students must meet the requirements presented by **ACA**.
2. There are no prerequisites for the non-credit courses; some credit courses may have pre-requisites

E. Schedule

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

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

<u>Safety Week</u>	36 hours	\$7000 each
Up to 12 students, to include Forklift training, OSHA 10, First Aid/CPR.		
<u>Youth Construction Camp, including mine tour</u>	36 hours	\$7000 each
Up to 15 students, will be provided with a UAS Certificate.		

For credit classes (Residential Building Science, Diesel engines Simplified, Introduction to the Trades,) will require a minimum of 8 students to register for class two weeks prior to the begin date of the class.

I. Cancellation or Rescheduling

If by mutual agreement UAS and SERRC agree to cancel this course with less than two weeks' notice, 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.

If UAS has to cancel classes due to an elevation in the City and Borough of Juneau's COVID risk level or because of a government mandate, the cancellation and rescheduling fee will be waived.

J. Payment Terms

An invoice will be prepared and sent to SERRC after the initial 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 initial 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 Linda Carroll, Administrative Specialist, School of Career Education, 907-796-6121. The Administrator for SERRC will be Karragh Arndt (907) 433-7273.

L. Evaluation

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

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. 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.

O. 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.

DocuSigned by: <i>J. Staley</i>	2/8/2023
Julie Staley, SERRC Executive Director	Date
DocuSigned by: <i>Carin Silkaitis</i>	2/8/2023
Carin Silkaitis, Interim Dean, UAS School of Career Education	Date
DocuSigned by: <i>Julie Vigil</i>	2/10/2023
Julie Vigil, Director, UAS Office of Budgets, Grants and Contracts	Date