

Memorandum of Understanding

Between

The United States Air Force

And

The District Board of Trustees
Hillsborough Community College



Negotiated

By

The 6th Air Mobility Wing
MacDill Air Force Base, Florida

December 2004

MEMORANDUM OF UNDERSTANDING

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And

The District Board of Trustees
Hillsborough Community College

This Memorandum of Understanding (MOU) is made between the United States Air Force (USAF), 6th Air Mobility Wing (AMW), MacDill Air Force Base, Florida and the District Board of Trustees of Hillsborough Community College (HCC). All correspondence or notices concerning issues related to this MOU should be forwarded to the 6th Mission Support (MSS) Education and Training Flight or HCC, as appropriate at the following addresses:

- a. Education & Training Flight
6 MSS/DPE
8102 Condor Street, Suite 117
MacDill AFB, FL 33621-5408

Telephone: (813) 828-3115

Fax: (813) 828-7863

- b. District Board of Trustees
Hillsborough Community College (HCC)
P. O. Box 31127
Tampa, FL 33631

Telephone: (813) 253-7050

Fax: (813) 253-7183

PREAMBLE

The USAF is committed to providing high-quality undergraduate programs on all Air Force bases. Civilian colleges and universities conduct on-base programs in diversified fields that are essential to the USAF's postsecondary education needs. These programs play a major role in support of professional development, recruitment, and retention of an all-volunteer Air Force. The Air Force Education and Training Flight (DPE/DPET) sponsored programs provide Air Force personnel with the opportunity to attain their educational objectives and enhance Air Force job skills training. HCC objectives complement those of the Air Force by providing comprehensive education programs to prepare graduates for productive careers and responsible citizenship. Advanced education provides personnel with the potential to accomplish the complex tasks associated with the management and utilization of modern, sophisticated USAF weapon systems.

16. Conduct graduation ceremonies convenient to the location of MacDill Air Force Base, Florida. All graduation arrangements, including the names of graduates, proposed graduation program, guest speaker, etc., will be coordinated with the ETSO at least 30 days in advance of the graduation date.

17. Provide the number of degrees awarded to the ETSO no later than the fifth working day of each new quarter during the months of October, January, April, and July. (Attachment 9)

18. Notify the ETSO of scheduled campus faculty/staff visits at least 10 days in advance, whenever possible.

19. Inform the Southern Association of Colleges and Schools (SACS)/Commission on Colleges(CoC) and other regional associations (if applicable) of the existence of each of the programs established under this agreement within 60 days of the program start date.

20. Obtain applicable State Approving Agency (SAA) approval for these academic programs and inform the ETSO concerned of any denials within 10 days of receipt of notice. In addition, comply with VA "two year" and "85-15" rules (Public Law Number 95-202) and obtain DVA Regional Office (VARO) waivers when appropriate.

21. Report the results of any inspection/review of programs on MacDill Air Force Base, Florida, by SAA's, DVA, or accrediting agencies to the ETSO.

2. Provide the MacDill lending library a textbook adoption list no later than 2 weeks prior to the beginning of the semester.

23. Provide annual funding for library requirements in support of the on-base programs conducted by the individual academic institutions. Library support will meet the standards established by the applicable accrediting association. A listing of the projected obligations for library materials in support of each academic institution's program will be provided to the ETSO before the beginning of each academic year. Base libraries will provide supplementary references to the extent possible within funding limitations. Each academic institution will provide the librarians with class rosters, including civilian students, to identify personnel who may use references and check out materials.

24. Maintain human resource policies, including a compensation system, for HCC staff and faculty in compliance with the human resource criteria of the regional accrediting association and State and Federal statutes.

25. Provide a formal degree plan upon request for each degree seeking student.

26. HCC agrees to release and waive all claims against the United States Air Force, its agents, officers, and employees arising out of the use of Air Force facilities, equipment, supplies, and services, by the College, its officers, agents and employees to the extent permitted by the laws of the State of Florida. HCC further agrees to defend, pay, or settle all claims arising out of the use

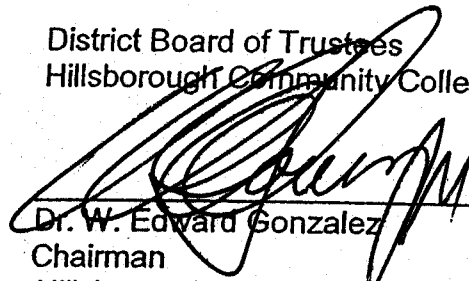
The United States Air Force

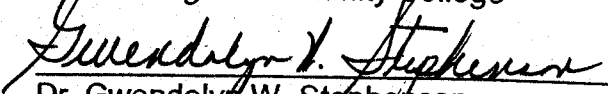


DAVID M. SNYDER
Brigadier General, USAF
Commander, 6th Air Mobility Wing

Date

District Board of Trustees
Hillsborough Community College (HCC)

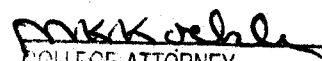


Dr. W. Edward Gonzalez
Chairman
Hillsborough Community College

Dr. Gwendolyn W. Stephenson
President
Hillsborough Community College

11/12/05
Date

APPROVED AS TO FORM AND LEGALITY



COLLEGE ATTORNEY
HILLSBOROUGH COMMUNITY COLLEGE