

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE JOINT FORCES STAFF COLLEGE
AND
TROY STATE UNIVERSITY-ATLANTIC REGION

1. PURPOSE:

This memorandum of understanding establishes a cooperative program between the Joint Forces Staff College and Troy State University-Atlantic Region. Its purpose is the provision of a graduate degree program for the Intermediate and Senior Joint and Combined Warfighting Schools (JCWS) that would lead to a Master of Public Administration degree as the result of shared academic credits between the Joint Forces Staff College schools and the Troy State University.

2. SCOPE OF AGREEMENT.

A. Parties Involved:

This agreement, entered into and effective on the 1st day of April 2003, between the Joint Forces Staff College, Norfolk, Virginia and Troy State University, located at University Avenue, Troy, Alabama 36082, and its University College regional campus Troy State University-Atlantic Region hereinafter called "TSU-AR", is for specified educational services, as described herein.

B. Contractual Agreement:

- 1). This agreement is not to be construed in any way as giving rise to a contractual obligation of Navy funds to TSU-AR.
- 2). This agreement may be amended only by mutual consent, in writing, of both parties unless either party is required to change the agreement by statutes, executive orders, directives or other government requirements.

C. Termination of Agreement:

- 1). This agreement may be terminated by either party giving written notice to the other party of intention to do so. Such notice of intention to terminate shall be given in writing to the other party no less than 180 days prior to termination date, unless both parties mutually agree, in writing, on a lesser period, but not to be earlier than the term in process. In addition, TSU-AR shall not admit new students into degree programs after notification of termination is executed by either party.
- 2). Termination by either party shall not be the basis for any claim by TSU-AR against the U. S. Government.

3). Changes in school policy that are inconsistent with the provisions of the agreement may be cause for termination or renegotiation of the agreement.

D. Administration of the Agreement:

1). This agreement shall be administered by the JFSC Dean of Academic Affairs, Joint Forces Staff College, Norfolk, who is designated as the technical representative, for the purpose of inspection and acceptance of services furnished.

2). This agreement shall be administered on TSU-AR's part by the Regional Director, TSU-AR who shall ensure adequate supervision of the instructional quality and academic standards. Accordingly, administrative actions by the Regional Director affecting this agreement must be coordinated with the Joint Forces Staff College prior to taking such actions.

3. GRADUATE PROGRAM DESCRIPTION:

A. In accordance with policy, Troy State University (TSU) may accept up to twelve hours of transfer credit. Hours accepted, as graduate credit must have been earned from a regionally accredited graduate school, taken for graduate credit, and a grade of "B" or higher must have been earned in each course.

B. Intermediate and Senior JCWS graduates can receive nine graduate credit hours for the following Troy State University courses in the Master of Public Administration degree program:

- PA/POL 6635: National Security Policy (3 credit hrs.),
- POL 6660: Military Strategy & International Relations (3 credit hrs.), and
- PA 6630: Government Planning (3 credit hrs.)

Award of credits for Intermediate or Senior JCWS coursework will be effective with the first JCWS-Intermediate (Jan. 1999) and JCWS-Senior (Nov. 2000) classes conducted under the current program of instruction.

C. Participants will be required to take the following courses for an MPA degree. There is no MPA program pre-requisite coursework requirement:

1) TEN COURSE OPTION – 30 Semester Hours (Requires successful completion of a comprehensive examination at the end of the program)

Required Core Courses:

PA 6601 Research Methods in Public Administration

PA 6610 Survey of Public Administration

PA 6622 Public Policy Analysis

PA 6624 Public Personnel Management

PA 6644 Administrative Law

PA 6646 Organizational Behavior or PA 6620-Organization Theory

PA 6650 Governmental Budgeting
Plus three courses from a concentration area

2) TWELVE COURSE OPTION – 36 Semester Hours

Required Core Courses:

PA 6601 Research Methods in Public Administration

PA 6610 Survey of Public Administration

PA 6622 Public Policy Analysis

PA 6624 Public Personnel Management

PA 6644 Administrative Law

PA 6646 Organizational Behavior or PA 6620 Organization Theory

PA 6650 Governmental Budgeting

PA 6699 Seminar in Public Administration

Plus one of the following Core Elective Courses:

PA 6602 Quantitative Methods in Public Management

PA 6603 Economics for Public Management

PA 6674 Ethics in Public Administration

Plus three courses from a concentration area

D. JCWS students beginning their MPA program will have the opportunity to complete three to six hours of course work with TSU-AR while attending JFSC. The MPA courses offered will be the MPA program's introductory courses: PA 6601 Research Methods in Public Administration, and PA 6610 Survey of Public Administration. These will be taught by either TSU-AR full-time or adjunct faculty, who possess terminal degrees, have professional experience in the field of public administration, and are certified by TSU main campus to teach.

E. After their graduation from JFSC, students who have been enrolled in the MPA program through TSU-AR may continue their program to completion at any TSU site offering the MPA degree or via the TSU Distance Learning Center.

5. RESPONSIBILITIES OF THE JOINT FORCES STAFF COLLEGE

A. Program Support.

Government furnished support to TSU-AR means items furnished to TSU-AR as contrasted to an individual. Program support described in 1 through 4 below is to be furnished on a non-reimbursable basis.

- 1) Classroom Space: Classrooms at JFSC shall be provided as available for each class conducted. The adequacy of classroom space shall be discussed between the parties, however, final determination shall be made by the JFSC.
- 2) Repairs and Utilities: As required to maintain office and classroom space in good condition. "Good condition" shall be determined by the JFSC.
- 3) Classroom Furnishings: Provide desks, chairs, whiteboards, TV's, VCR equipment, overhead projectors, etc. TSU-AR will provide any specialized equipment required to operate its office or conduct classes.

- 4) Custodial Services: The JFSC will provide custodial services as specified in the government janitorial contract.

B. Program Publicity.

The JFSC shall assist in publicizing TSU-AR's educational program(s) at JFSC to prospective students.

6. RESPONSIBILITIES OF TSU-AR:

A. Program Offering.

- 1) TSU-AR shall provide the necessary instructional and administrative personnel to deliver courses described above.
- 2) When mutually acceptable to the JFSC and TSU-AR, additional courses or degree program may be added to this agreement by addenda.
- 3) TSU-AR shall develop a long-range schedule of the course offerings at JFSC as mutually agreed upon by the JFSC and TSU-AR.

B. Program Publicity.

- 1) TSU-AR shall be responsible for preparation of explanatory publicity of a general nature concerning the graduate program under this agreement.
- 2) Responsibility for the reproduction and/or distribution of publicity which is outside of normal military resources, i.e. commercially printed posters, brochures, and paid advertisements in base commercial or local newspapers is to be assumed by TSU-AR.

C. Admission.

Admission standards and requirements for students admitted to programs specified in this agreement shall be the same as applicants seeking admission to programs conducted on the home campus of TSU or at TSU University College regions. Graduate admission criteria are detailed in the *2001-2003 Troy State University Graduate Bulletin*.

D. Classroom Space.

- 1) TSU-AR shall ensure that classes are held in designated classrooms.
- 2) TSU-AR is responsible for cleaning off desks, cleaning chalkboards/white boards, placing/emptying trash in appropriate receptacles, and returning all furniture to original positions at the close of class in any classroom or other space in which classes are conducted.

E. Safety, Damages, and Claims.

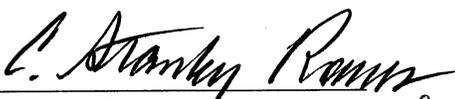
TSU-AR shall exercise reasonable care to prevent accidents, injury, or damage to employees, students and property. TSU-AR agrees to indemnify and hold harmless the Government of the United States, its agencies and instrumentalities against all suits, actions, claims, costs or demands for death, personal injury and property damage to which the Government of the United States, its agencies and instrumentalities might be subjected and/or held liable for damage arising or resulting from the fault, negligence, wrongful act, or omission of TSU-AR, its employees, or agents in the performance of the required services of this agreement.

F. Support /Equipment.

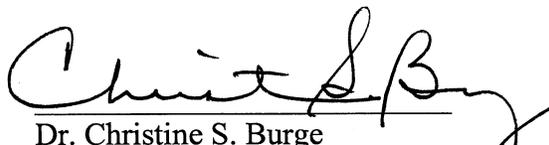
TSU-AR and its faculty will provide all classroom support materials.

7. AGREEMENT APPROVAL:

The Memorandum of Understanding will be effective upon the approval of and signing by the below participants to the agreement.



C. Stanley Romes
Colonel, USAF (Ret.)
Interim Commandant
1 APR 03

 4-1-03

Dr. Christine S. Burge
Regional Director
Troy State University-Atlantic Region

1 Apr 03
Date

4-1-03
Date