

TO: BOARD OF TRUSTEES

FROM: SUPERINTENDENT/PRESIDENT

COMMUNICATION NO. 32-2009/10-SSV
Prepared by the Vice President-Student Services
For Presentation to the Board of Trustees
August 10, 2009

SUBJECT: APPROVAL OF AERO SCHOLARS MEMORANDUM OF UNDERSTANDING

A. BACKGROUND

AVC has been contacted by the Aero Institute, a cooperative partner with NASA, to continue to participate in a program designed to provide community college-level students with the opportunity to compete for transfers to the more prestigious universities in California, specifically UCLA and UC Berkeley. It is specifically designed for above-average students from working-class parents that do not have the resources to prepare a student for admission to the more prestigious schools.

This Memorandum of Understanding (MOU) is non-binding and non-financial between AVC and the AERO Institute and will help individuals reach career goals, and support the economic development and productivity of the Antelope Valley. Moreover, the AERO Institute has currently agreed to compensate three (3) students to work at AVC and be paid by the AERO Institute; AERO has given authority to Dr. Roslyn Haley to select, hire, train, and supervise these students. Representatives that will provide oversight over the program representing their respective partners are; Dr. Roslyn Trezevant Haley, AVC Dean of Counseling and Matriculation and Dr. Susan Miller, Executive Director, AERO Institute.

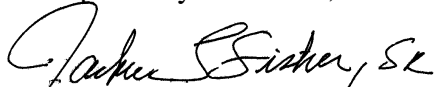
B. BUDGET IMPLICATION

There is no additional cost to the District.

C. RECOMMENDATION

The Board of Trustees approves the Memorandum of Understanding with the AERO Institute (Attachment A) to this communication.

Respectfully submitted,



Jackie L. Fisher, Sr., Ed.D.
Superintendent/President

Prepared by:



Rosa E. Hall, Ph.D.
Assistant Superintendent/
Vice President-Student Services

Office of Student Services
Communication 32-2009/10-SSV

APPROVAL AERO SCHOLARS MEMORANDUM OF UNDERSTANDING August 10, 2009

AERO SCHOLARS

Memorandum of Understanding

This Memorandum of Understanding (MOU) defined the partnership between Antelope Valley College (AVC) and the Aerospace Education Research Operations (AERO) Institute. The purpose of the partnership, the AERO Scholars Program, is to:

- Raise student achievement levels to increase the qualified transfer students to four-year universities;
- Increase transfer rates among first generation, educationally disadvantaged students to competitive four-year universities;
- Address the barriers to education equity for Antelope Valley students;
- Establish ties between university campuses, AVC, and the AERO Institute;
- Provide internships and community service opportunities to students; and
- Promote consensus and joint action between the partners.

This is a non-binding and non-financial MOU between these educational agencies. Any current or future agreement with the AERO Institute with respect to use of AERO funds is subject to approval by the AERO Institute Director and will be on a case-by-case basis.

MISSION AND GOALS

AERO Scholars mission is to promote a higher education culture to:

- Help transfer students move to California universities and colleges;
- Help individuals reach career goals; and
- Support the economic development and productivity of the Antelope Valley.

The goals are to:

1. Encourage students from AVC to be as academically prepared as possible for transfer to universities and colleges;
2. Increase productivity and information sharing, decrease duplication of effort, and leverage resources of partners in helping students access higher education;
3. Share information on higher education with interested students;
4. Increase student transfer utilizing programs such as curriculum counseling, test preparation workshops and community service opportunities; and
5. Link with economic development, businesses, and elected officials in the community with vested interest in a well-educated workforce.

Related to the mission and broad goals, each partner agrees to:

1. Provide program oversight. Representatives that will provide oversight over the program are Dr. Roslyn Trezevant Haley, AVC Dean of Counseling and Matriculation and Dr. Susan Miller, Executive Director, AERO Institute.

2. Participate in the annual identification and accomplishment of specific activities in support of the goals;
3. Continue the implementation of the Scholar counseling and mentoring program for participating students as developed in 2008-2009 (See Attachments);
4. Identify relevant activities and internal contacts to support program efforts;
5. Exchange information and leverage resources;
6. Continue to build relationships and promote the program with California universities and colleges to include partners to participate in the BEST Collaborative and Antelope Valley Higher Education Consortium;
7. Sponsor student achievement workshops and programs providing transfer information, insights, and personal coaching/counseling;
8. Encourage students to be as academically prepared as possible for transfer to a university or college;
9. Support each other in achieving academic outreach; and
10. Leverage resources through grants and other funding sources, i.e. SB70, Basic Skills, and Transfer/Articulation.
11. Identify three (3) students to be compensated as AERO Scholar Peer Mentor Administrative Support staff at a maximum of twenty (20) hours per week, \$8.50 per hour. These students will be identified by Dr. Roslyn Haley and are to meet the requirements and qualifications of AVC student workers. Funding for these students will be transferred from AERO to AVC to process payroll. Placement of these students will be coordinated by Dr. Roslyn Haley and will include a maximum of three hours per week at an AVHSD site to support the AERO/UCLA early academic outreach program (a separate AERO program). While working at the High school sites, the AERO Scholars will be supervised and trained by Diana Abukazam from UCLA.

PARTNER RESPONSIBILITIES

In order to carry out the objectives of this MOU, each partner has agreed to the following:

Antelope Valley College

1. Dr. Roslyn Haley is the AVC appointed staff member and will:
 - a) Represent AVC in the partnership;
 - b) Assist in developing program criteria for student achievement; and
 - c) Identify departments and individuals to collaborate with partnership activities.
2. AVC will link Aero Institute information on its exiting consortium web pages so that the partnership can post its program and student opportunities.
3. AVC will take the lead in coordinating student recruitment and information dissemination on campus.
4. AVC representatives will provide information to counselors.
5. AVC will explore ways to make academic enrichment courses and/or concurrent education more readily available to transfer students.
6. A designated AVC representative will:
 - a) Assist in counselor and peer advisor training and information on college admissions process;
 - b) Assist in concurrent enrollment availability and guidance in enrollment procedures; and
 - c) Make counselor and resource referrals as appropriate.
7. Host an event on the AVC campus that targets transfer students, in cooperation with UCLA providing a workshop on the transfer process to a UC; and
8. Coordinate participation in transfer activities.

AERO Institute

1. AERO Institute Executive Director Dr. Susan Miller will:
 - a) Represent AERO in the partnership;
 - b) Assist in developing program criteria for student achievement; and
 - c) Identify interested community members to collaborate with the partnership.
2. AERO will assist in student recruitment and information dissemination.
3. AERO will provide informational materials to Antelope Valley College and marketing support to increase awareness of the program.
4. AERO will host workshops and training classes for AERO Scholars program;
5. AERO will develop community service opportunities for student enrichment.
6. A designated AERO representative will:
 - a) Work closely with AVC in the promotion of the programs offered in the Antelope Valley through outreach;
 - b) Provide outreach support at selected/sponsored events;
 - c) Assist in overall program management with AVC;
 - d) Math tutoring assistance.

Other partners may be added to participate in various activities of the partnership which include but are not limited to the AVC SB-70 Collaborative, the Los Angeles County BEST Collaborative and the Antelope Valley Higher Education Consortium.

MOU CONSIDERATIONS

1. This MOU will stay in existence until substantial changes need to be made.
2. A mutual and hold harmless agreement will be in effect whereby all parties agree to hold the above enumerated entities harmless from any and all damages or liabilities of whatsoever nature arising out of or in connection with the MOU. Any additions or changes can be made by mutual agreement of the partners involved and will be reflected in writing and become part of this MOU.
3. Should a partner agree to dissolve this agreement, either party by deciding to withdraw shall give a one (1) semester notice. Withdrawal of the agreement will be negotiated between the parties to minimize the impact to the program.

Effective date as indicated below:

Antelope Valley College
Dr. Jackie L. Fisher, Sr., Superintendent/ President

Date

AERO Institute
Kimberly A. Shaw, President

Date