



Academic Affairs
Agreement/Contract/Memorandum of Understanding (MOU)
Signature Routing Sheet

Title: MOU - San Rafael City Schools

No. of copies:

1. Department /Program Faculty Lead

Lisette Fioce

Name

[Signature]

Signature

1/25/2016

Date

2. Department /Program Chair

Martha Nelson

Name

[Signature]

Signature

1-25-2016

Date

3. School Dean

Ching-bua Wang

Name

[Signature]

Signature

1/25/16

Date

4. Business Officer (if a new agreement, contract, MOU; or if required by the agency)

[Signature]

Helen Ouellette

Signature

1. 26. 2016

Date

Interim Vice President for Finance and Administration



This place changes people.

Student Internship Program Agreement

In consideration of the mutual promises herein, this Memorandum of Understanding is entered into between Dominican University of California, School of Health and Natural Sciences, Department of Public Health and Health Science (DUC) and San Rafael City Schools (District) for the purpose of having DUC students engage in internships as part of their undergraduate studies. This document outlines each organization's role in the Public Health Student Internship Program.

General Understanding:

DUC requests the placement of Dominican University Public Health students at the District as student interns with the goal of enhancing students' understanding of their Public Health coursework through the application of knowledge and skills in a work setting.

Goals:

As partners, DUC and the District will enable DUC students to:

- Discover how the District assesses, protects and improves health within its school environment and for a diverse student population
- Apply the theoretical population health concepts learned in the classroom to the workplace setting at the District.
- Continue to develop critical thinking, problem solving, and professional workplace skills.
- Practice creating effective oral, written and visual communications for diverse audiences.

DUC and the District Agree that:

An assignment of a student of the University to an internship with the District shall be, at the discretion of the University and the District, for approximately 135 hours over the course of one or two semesters.

The assignment of a student of the University to an internship with the District shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper authorities of the District the document given her/him by the University effecting such assignment, but not earlier than the date of such assignment as shown on the document. Before assigning students to School District, Dominican University will instruct such students on applicable state and federal law relating to unlawful discrimination and sexual harassment.

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2. District shall provide each student intern with a “preceptor” or supervisor. The preceptor shall: a) assign student interns projects designed for students to practice public health skills, b) provide ongoing supervision and oversight of all interns’ work, and c) collaborate with Lissette Flores, Public Health Internship Coordinator at DUC, to establish guidelines and projects for students to succeed and complete the program goals.
3. Subject to applicable state and federal law relating to unlawful discrimination and sexual harassment, District may, for good cause, refuse to accept any student of the University assigned to an internship in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any student of the University who is working as an intern in the District.
4. District will provide for the orientation of DUC’s student intern as to District’s rules, regulations, policies and procedures, including steps for how students should handle crises/emergencies they may be a witness to or involved in at District’s facilities.
5. District agrees to comply with all applicable state and federal workplace safety laws and regulations.
6. District will provide or facilitate access to emergency/medical care for any DUC student who becomes ill or injured while at District facilities, by conditions arising out of or in the course of that student’s participation in the District’s student internship program. DUC will define for its students, who bears financial responsibility for any charges generated.
7. If DUC provides District with any legally confidential information including but not limited to confidential personal information or “personally identifiable information” from student education records as defined by the Family Educational Rights and Privacy Act, 20 U.S.C.
8. If DUC provides District with any legally confidential information including but not limited to confidential personnel information or “personally identifiable information” from student education records as defined by the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the implementing regulations in Title 34, Part 99 of the Code of Federal Regulations (“FERPA”), District hereby certifies that collection of this information from DUC is necessary for the performance of DUC’s duties and responsibilities on behalf of District under this Agreement. District further agrees to handle information protected by FERPA in the same manner it would protect the confidentiality of records and/or the personally identifiable information of its employees and students.
9. District agrees to indemnify, defend, and hold harmless DUC and its affiliates, directors, trustees, officers, agents, students and employees against all claims, demands, damages, costs, expenses of any nature, including court costs and reasonable attorney fees, arising out of or resulting from District’s negligence, or in proportion to the District’s comparative fault.

IN WITNESS WHEREOF, the parties have executed this agreement with the signature of their duly authorized representative, effective as of this 29th day of January, 2016.

Dominican University of California

N. Pitchford
Signature

Nicola Pitchford
Name

Vice President for Academic Affairs
Title

Date

San Rafael City Schools

Signature

Name

Title

Date