EXHIBIT C

Service-Learning Agreement

University and Community-Based Organization

This Agreement entered into this 19th day of May, 2010, between the Trustees of the California State University on behalf of San Diego State University, referred to as "UNIVERSITY," and Imperial Community College District, referred to as "COMMUNITY-BASED ORGANIZATION."

I. Statement of Purpose

A. The University is committed to working with community colleges to nurture perspective community college faculty members and administrators and co-supports a faculty internship program with the San Diego/Imperial County Community College Association (SDICCCA). This program has been known as the SDICCCA Faculty Internship program for the last sixteen years.

B. The Community-Based Organization: Imperial Valley College provides educational training in basic skills, career-technical-education, and transfer education.

C. COMMUNITY-BASED ORGANIZATION and UNIVERSITY recognize the opportunity for meaningful learning experiences for the UNIVERSITY, COMMUNITY-BASED ORGANIZATION and service-learning students (STUDENT). The UNIVERSITY supports the goals and objectives of the COMMUNITY-BASED ORGANIZATION program in which STUDENT will participate.

II. Priorities

A. **Program Activities**

Activities will be accomplished in accordance with the *Learning Plan*, reviewed and agreed upon by the STUDENT, UNIVERSITY AND COMMUNITY-BASED ORGANIZATION prior to the start of the experience.

The intern will:

1. Participate in all relevant trainings required by the COMMUNITY-BASED ORGANIZATION and stated in Section III-A-2, Training and Orientation of this document.

2. Model professional and appropriate behavior when working with clients, and when on COMMUNITY-BASED ORGANIZATION site.

3. Support COMMUNITY-BASED ORGANIZATION events that are a part of the service-learning experience as required by faculty member.

4. Meet the goals of the COMMUNITY-BASED ORGANIZATION program and the service-learning course in which the STUDENT is enrolled.

B. **Safe and Productive Environment –** reference COMMUNITY-BASED ORGANIZATION's policy about safe work environment.

1. COMMUNITY-BASED ORGANIZATION will:

a. Give the intern a complete tour of the site, and ensure that the intern is aware of all emergency procedures and is able to act responsibly in the case of an emergency.

b. Ensure that the intern is aware of the unique nature of the population of the community college education programs, and is prepared to work with this population.

c. California law may require the COMMUNITY-BASED ORGANIZATION to obtain intern's fingerprints and submit them to the Department of Justice, and/or the Federal Bureau of Investigation, for a criminal background check. It is the COMMUNITY-BASED ORGANIZATION's responsibility to: 1) determine whether such fingerprinting is required; 2) obtain the intern's fingerprints; and 3) obtain criminal background clearance from the appropriate agency.

2. UNIVERSITY will ensure that STUDENT agrees to the following:

a. Abide by COMMUNITY-BASED ORGANIZATION rules and regulations while on site and working with COMMUNITY-BASED ORGANIZATION clients.

b. Ensure that his/her interactions with clients are safe, positive and productive.

c. Support the program and its objectives by providing support for clients or COMMUNITY-BASED ORGANIZATION staff as necessary and agreed upon in Section II-A-1, Program Activities of this document.

III. Structure and Support of Service-Learning Student

A. COMMUNITY-BASED ORGANIZATION

1. Site Supervision – The SDICCCA campus coordinator will serve as site supervisor and is responsible for safety and participation of interns while on site. Site Supervisor will meet with the intern weekly to update him/her on projects and to provide support. All program staff will support the intern as they interact with him/her, and provide guidance and advice as necessary and appropriate. A secondary site supervisor, one of the executive administrators, will be responsible for the intern in the absence of primary supervisor.

   The COMMUNITY-BASED ORGANIZATION director or his/her designee will meet quarterly with Dr. Kendra Jeffcoat , faculty member at UNIVERSITY that has assigned the service-learning experience. The initial meeting should aim to facilitate the most mutually beneficial experience for all parties involved.

2. Training & Orientation – University SDICCCA Program Coordinator, Dr. Kendra Jeffcoat, will provide specific training needed by the intern prior to his/her working with clients or providing service to the COMMUNITY-BASED ORGANIZATION. Necessary training can be provided through collaboration between COMMUNITY-BASED ORGANIZATION, UNIVERSITY, and faculty member.

3. Work Space – The intern will have an appropriate space at the COMMUNITY-BASED ORGANIZATION site in which to conduct his/her assigned work. COMMUNITY-BASED ORGANIZATION will provide access and training for any and all equipment necessary for STUDENT to fulfill his/her required service role.

4. Evaluation – The COMMUNITY-BASED ORGANIZATION site supervisor will fill out survey(s) regarding quality of service that the STUDENT provided to the site, and as agreed upon in the *Learning Plan* document.

B. **UNIVERSITY** - UNIVERSITY will assign intern to the COMMUNITY-BASED ORGANIZATION from SDSU, intern can provide service to the academic programs at Imperial Valley College.

1. Training and Reflection - UNIVERSITY will provide a training session for intern regarding his/her responsibilities as described in Section II. The Faculty Member will provide opportunities for intern to reflect on his/her experience working at the COMMUNITY-BASED ORGANIZATION'S site.

2. Supervision and Accountability - The STUDENT, COMMUNITY-BASED ORGANIZATION, and FACULTY member will work closely together to meet the expectations and priorities of the COMMUNITY-BASED ORGANIZATION'S site.

IV. Length of Agreement Term

A. Initial Term - The UNIVERSITY and COMMUNITY-BASED ORGANIZATION have reached this initial agreement for the term beginning SUMMER, 2010 and ending MAY, 2010. This term represents three academic terms (summer, fall, and spring).

This agreement shall become effective upon execution and shall continue until terminated by either party after giving the other party 30 days advance written notice of the intention to so terminate; provided further, however, that any such termination by COMMUNITY-BASED ORGANIZATION shall not be effective against any STUDENT who at the date of mailing of said notice by COMMUNITY-BASED ORGANIZATION was participating in said program until such STUDENT has completed the program as mutually agreed upon.

B. **Renewal Process –** This agreement can be renewed every three years, and is based on STUDENT feedback, COMMUNITY BASED ORGANIZATION evaluations and FACULTY desire to continue this relationship for the purpose of service-learning under the conditions that:

1. The UNIVERSITY and COMMUNITY-BASED ORGANIZATION continue to be committed to actively supporting the goals of the other.

2. The STUDENT work is meaningful and helps to provide essential support to the COMMUNITY-BASED ORGANIZATION.

3. The relationship is consistent with the goals of the COMMUNITY-BASED ORGANIZATION, UNIVERSITY, STUDENT and the service-learning course.

A renewal process is only applicable if the faculty member intends to continue placing service-learning students at this site for the foreseeable future, or if this site can be used for other service-learning opportunities and that the partnership should be kept up to date with an ongoing MOU.

The attached General Provisions, consisting of two pages, is incorporated by reference and made a part of this agreement.

This document reflects my understanding of the relationship.

COMMUNITY-BASED ORGANIZATION

_____
Authorized Signatory

_____
Ed Gould, Superintendent/President

_____
Date

_____
Street Address

_____
City State Zip

_____
Phone Email

SAN DIEGO STATE UNIVERSITY

_____
Contract and Procurement Management

_____
Print Name

_____
Date

_____
Faculty Chair

_____
Print Name

_____
Date

_____
Faculty

_____
Print Name

_____
Date

General Provisions

Indemnification

The community-based organization shall be responsible for damages caused by the negligence of its directors, officers, agents, employees and duly authorized volunteers occurring in the performance of this agreement. San Diego State University shall be responsible for damages caused by the negligence of its directors, officers, employees and duly authorized volunteers occurring in the performance of this agreement. It is the intention of the community-based organization and the University that the provision of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective directors, officers, employees and duly authorized volunteers.

Insurance

The community-based organization shall procure and maintain General Liability Insurance, comprehensive or commercial form with $1,000,000.00 minimum limit for each Occurrence and minimum limit of $2,000,000.00 General Aggregate, as mutually agreed upon for this placement.

The California State University system has elected to be insured for its General Liability exposure through the self-insured CSU Risk Management Authority.

The State of California has elected to be self-insured for its vehicle liability and Workers' Compensation and property exposures. As a State agency, the California State University, Office of the Chancellor, the Trustees, and the CSU system of campuses are included in this self-insured program.

The University shall provide professional and personal general liability coverage for students performing community service or volunteer work for academic credit, through the Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP). The coverage limits under this program are $2,000,000.00 for each Loss and $10,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

The University shall provide professional, personal general liability, and educator's errors and omissions liability coverage for students enrolled in Nursing, Allied Health, Social Work, or Education credential programs performing community service or volunteer work for academic credit, through the Student Professional Liability Insurance Program (SPLIP). The coverage limits under this program are $5,000,000.00 for each Loss and $15,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

Status of Students

Students shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the University.

Governing Law

All contracts and purchase orders shall be construed in accordance with, and their performance governed by, the laws of the State of California. Further, community-based organization shall comply with any state or federal law applicable to community-based organization's performance under this Contract.

Assignments

Without written consent of the CSU, this agreement is not assignable by the community-based organization either in whole or in part.

Agreement Alterations & Integration

No alteration or variation of the terms of the agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Endorsement

Nothing contained in this Agreement shall be construed as conferring on any party hereto any right to use the other party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore nothing in this Agreement shall be construed as endorsement of any commercial product or service by the University, its officers or employees.

Survival

Upon termination of this contract for any reason, the terms, provisions, representations and warranties contained in this agreement shall survive expiration or earlier termination of this agreement.

Severability

If any provision of this agreement is held invalid by any law, rule, order of regulation of any government or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of any other provision not held to be invalid.

Entire Agreement

This agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supercedes all prior agreements, arrangements, and understandings with respect thereto. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied herein, and no party shall be bound by or liable for any alleged representation, promise, inducement, or statement not set forth herein.