MOU for
The University of West Florida Center for Lifelong Learning
and
The University of West Florida

This Memorandum of Understanding (MOU) is made between the University of West Florida, Pensacola and Fort Walton Beach, Florida, hereinafter referred to as “UWF” and the UWF Center for Lifelong Learning, Fort Walton Beach, Florida, hereinafter referred to as “CLL”.

This MOU applies to a UWF sponsored senior organization, an Institute for Learning in Retirement, that holds classes on the UWF Fort Walton Beach Campus.

Whereas, in support of the senior citizens of the greater Fort Walton Beach area and their desire for lifelong learning, it is the desire of UWF to sponsor and provide services and space to afford educational opportunities to area seniors and snowbirds.

Whereas, the need for lifelong learning benefits accruing from the relationship between UWF and CLL is in consonance with the educational policies of UWF and the CLL.

And therefore, in consideration of mutual benefits and advantages to be derived from the relationship of UWF and the CLL on the Fort Walton Beach Campus, the parties understand the following:

1. UWF will:
   a. Provide administrative oversight of the UWF/CLL by the Fort Walton Beach Campus Director maintaining a mutually beneficial relationship for all;
   b. Provide space as available on the Fort Walton Beach Campus for CLL classes, for all CLL board meetings and committee meetings, and for scheduled CLL special events and social activities;
   c. Provide suitable office space for CLL activities;
   d. Provide appropriate staff support and administrative space for CLL business affairs;
   e. Ensure that the UWF/CLL adheres to all UWF academic policies and procedures where applicable;
   f. Provide space for CLL registration;
   g. Provide for the collection of CLL fees by the UWF/FWB cashier and the distribution of these fees back to the CLL Board of Directors, via the FWB Campus Director, for deposit in a local bank.
2. CLL will:
   a. Maintain a senior curriculum under the aegis of UWF for the benefit of seniors in Okaloosa, Walton, and Santa Rosa counties.
   b. Survey the CLL body to ensure that the curriculum meets the needs of the growing senior population in the area, while maintaining an academic grounding.
   c. Respect all UWF and OWCC policies and procedures at the FWB Campus.
   d. Provide the students and faculty of the UWF Fort Walton Beach Campus volunteer services to include, but not limited to, tutoring, mentoring, proctoring, and writing tutelage.
   e. Provide for the prompt payment of all CLL expenses and provide for some UWF needs on the Fort Walton Beach Campus not normally paid by state funds, e.g.: discretionary monies for the director, scholarship endowments, technology needs, and other gifts deemed worthy by the CLL Board and the UWF Director.
   f. Provide for the life of the CLL program through advertising, publicity, word-of-mouth, and other communication means; provide for long-range planning.
   g. Provide for ongoing and energized leadership.
   h. Formalize and follow the strategic plan of the University of West Florida.

By: Dr. Wes Little, Interim Provost, UWF
   Date: March 8, 2004

By: Jackie Youngblood, President, UWF/Center for Lifelong Learning
   Date: March 9, 2004

By: Dr. Chris Pierce, Interim Director, UWF/FWB Campus
   Date: March 8, 2004

This Memorandum of Understanding has been reviewed and approved by UWF Legal Counsel