MEMORANDUM OF AGREEMENT

TO: Dr. John Cavanaugh, President
   The University of West Florida

FROM: James R. Richburg, President
       Okaloosa-Walton College

DATE: August 4, 2005

SUBJECT: Administrative and Instructional Assignment for the OWC/UWF AA to BA Program

Introduction

Based on recommendations from program administrators, the following items are agreed to for administration of the AA to BA Program and for the assignment of Dr. Dirk Dunbar to work as the Director of the Interdisciplinary Humanities AA to BA Program based at The Arts Center of the OWC Campus in Niceville, Florida.

1. Dr. Dunbar will perform selected administrative and instructional duties for UWF in the OWC/UWF AA to BA Program during the twelve-month academic year. The specific determination of these duties will be made by the UWF Provost and/or Dean of Arts and Sciences.

2. Dr. Dunbar will teach 18 credit hours and perform selected site-based administrative duties related to the AA to BA within the same twelve months for Okaloosa-Walton College.

3. The university will reimburse Okaloosa-Walton College $42,926.45 for the administrative and instructional time for Dr. Dunbar. (This represents 50% of Dr. Dunbar's OWC salary and benefits.)

4. Personnel associated with the program at OWC such as the office assistant will report directly to Dr. Dunbar.
5. Dr. Dunbar will report to Dr. Cliff Herron for all OWC matters and will report directly to the UWF Dean of Arts and Sciences (or designee) for UWF matters. The UWF Dean of Arts and Sciences (or designee) will facilitate coordination of AA to BA activities with the appropriate department chairs on the UWF Pensacola Campus.

6. The AA to BA program at OWC will be assigned a departmental budget from the University. AA to BA expenditures (including faculty/staff assignments) will be initiated by Dr. Dunbar and approved by Dr. Herron and the UWF Dean of Arts and Sciences (or designee).

7. Class schedules and instructional assignments will be approved in advance by Dr. Herron and the UWF Dean of Arts and Sciences (or designee).

8. AA to BA program goals, administrative policies, curriculum and student procedures will be reviewed and monitored by The Program Advisory Committee, with committee membership appointed by the two Presidents.

9. This Agreement will cover the period July 1, 2005 through June 30, 2006. This Agreement may be renewed on an annual basis by the College and the University.

John Cavanaugh, President  
The University of West Florida  
James R. Richburg, President  
Okaloosa-Walton College  

APPROVED AS TO FORM AND LEGALITY  
UWF ATTORNEY