

Memorandum of Agreement Columbia College and City of Columbia

Purpose

This Memorandum of Agreement (hereinafter “MOA”) articulates the commitment of the partnership between Columbia College (hereinafter “College”) and City of Columbia (hereinafter “City”). This MOA describes the services provided by Columbia College and outlines the responsibilities of Columbia College and City of Columbia and is entered into by the parties on the date of the last signatory below (hereinafter “Effective Date”).

Partnership Assessment

Columbia College and City of Columbia are interested in entering into a partnership to provide all City of Columbia employees, their spouses, domestic partners, and dependents under the age of 25, with higher education benefits and incentives from Columbia College at no expense to the City of Columbia. Columbia College gains the benefit of potential increased enrollments, along with the additional benefits of engagement and exposure to City of Columbia employees who might not be aware of Columbia College and its offerings of over 40 degree programs, multiple locations, and classes that accommodate all learners, either in-seat, virtual, or 100% online.

Partnership Profile

Founded in 1821, the City of Columbia is the fourth most-populated city in Missouri with more than 123,000+ residents. The City of Columbia prides itself as the best place for everyone to live, work, learn and play. For decades, the City of Columbia has consistently won awards as one of the top 50 places to live, work or retire in America from reputable press and finance journals including Forbes, CBS News, Kiplinger’s, Livability, Realtor.com, and MSN. With over 1,000+ employees, the City strives to serve the public equitably through democratic, transparent and efficient government.

Partnership Structure

Columbia College agrees to offer the following benefits to City of Columbia employees and their spouses, domestic partners, and dependents under the age of 25:

- 15% tuition discount for all certificates, undergraduate or graduate courses taken online or in-seat at Columbia College Global locations. This discount cannot be retroactively applied or combined with any other Columbia College institutional aid.

- Financial aid staff will help identify additional scholarships, state and federal grants and financial aid, as well as any company-based tuition assistance, which may be combined with the 15% tuition discount.
- Full-time students attending the traditional day campus in Columbia, MO may qualify for merit scholarships which cannot be combined with the partnership discount.
- The price per credit hour covers all expenses for the student.
 - Textbooks are provided at no additional charge.
 - No fees (i.e., application, technology, and graduation fees) are charged to the student.
- One-on-one coaching, advising, career mapping, and tutoring are offered through our Center for Student Success at no charge to the student.

In addition, the college will offer to City of Columbia that we:

- Promote internships, advertise job openings, and host virtual job interviews for Columbia College students and alumni via the nationwide student job database (Handshake) maintained by our Grossnickle Career Services Center.
- Host on-site job interviews on Columbia College main campus each semester, pre-arranged by Grossnickle Career Services Center
- Distribute electronically any approved marketing materials regarding job openings provided by City of Columbia to Columbia College students and alumni.
- Promote City of Columbia at Columbia College events on corporate partnership marketing materials.

In exchange, City of Columbia will promote the partnership with Columbia College by:

- Distributing pre-approved informational materials provided by Columbia College (such as partnership flyers and brochures) to staff at City of Columbia locations,
- Use of City of Columbia logo for a custom URL webpage for City of Columbia employees, spouses, domestic partners and dependents regarding the partnership.
- Email/Intranet distribution each calendar quarter to City of Columbia employees regarding Columbia College benefits available to them through this partnership.
- Press release announcing the new partnership between City of Columbia and Columbia College.
- Distribution of Columbia College partnership publications for inclusion in their new hire packets (available in both digital and paper formats).
- Provide opportunities for Columbia College students and alumni who meet City of Columbia's eligibility requirements, for internships and position openings (if applicable).

Trademark and Logo use: Except as stated in this MOA, neither party shall be authorized to use the trademark, logo or trade names of the other party without prior written permission, whether for advertising, goods, services or otherwise.

Confidential Information: It is understood by Columbia College and City of Columbia that all membership/ affiliate lists and documentation of either organization’s programs, designs, pricing policies, business practices and proposals, and any other such information or property will be treated as confidential and proprietary.

Limitation on Liability: Neither party, nor its employees, officers or volunteers, shall be liable for any incidental nor consequential damages arising from this agreement.

Dates of Agreement: The partnership between Columbia College and City of Columbia will begin on the Effective Date and extend for a term of five (5) years (“Initial Term”) unless terminated as provided herein. The parties may mutually agree to extend the MOA for additional one (1) year terms (each an “Additional Term”), which notice must be given 90 days prior to the termination of the five-year term. Either party may terminate this MOA at any time by giving the other party sixty (60) days’ prior written notice of its intent to terminate. Any individual enrolled in a Columbia College course as of the termination date will be permitted to continue such course for the remainder of the academic year (July 1 to June 30 covering Fall, Spring and Summer semesters). Both City of Columbia and Columbia College recognize that a strong partnership is mutually beneficial to both entities. Accordingly, this MOA shall not prohibit City of Columbia and Columbia College from engaging in additional cooperative endeavors of mutual benefit.

General Terms: This MOA is governed by and constructed in accordance with the laws of the State of Missouri, without regard to any conflict of laws provision. If any provision hereof shall be determined to be invalid or unenforceable, the validity and effect of the other provisions hereof shall not be affected thereby.

The parties will comply with all applicable federal, state, and local laws, rules, and regulations, including without limitation the student confidentiality obligations set forth under the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, (“FERPA”).

Having read and understood the details of this MOA, the parties below agree to the terms outlined in this document.

(SIGNATURE PAGE FOLLOWS)

City of Columbia

Columbia College

By: _____

By: Dixie L Williams

Name: De'Carlton Seewood

Name: Dixie Williams

Title: City Manager

Title: VP, Enrollment Management & Marketing

Date: _____

Date: 11/20/23

ATTEST:

Sheela Amin, City Clerk

APPROVED AS TO FORM:

Nancy Thompson, City Attorney