

MEMORANDUM OF UNDERSTANDING
BETWEEN
VALLEY VIEW UNIVERSITY
AND
OTTERBEIN UNIVERSITY

THIS MEMORANDUM OF UNDERSTANDING is made this 14th day of October, 2011 **BETWEEN** Valley View University of P. O. Box AF 595, Adentan, Accra in the Greater Accra Region of the Republic of Ghana acting by its Vice Chancellor Prof. Dr. Daniel Buor of the one part **AND** Otterbein University of One South Grove Street, Westerville, Ohio in the United States of America acting by its President Prof. Kathy Krendl of the other part.

WHEREAS Valley View University (hereinafter referred to as "VVU") and Otterbein University (hereinafter referred to as "Otterbein") are linked by common academic and cultural interests, and

WHEREAS the two institutions wish to promote cooperation and exchange in all academic areas of mutual interest, and

WHEREAS the two institutions wish to expand the basis for friendship and educational exchange between Ghana and the United States of America;

NOW, therefore, VVU and Otterbein set forth the following articles of agreement to bind the parties in their relationship.

ARTICLE I

1. The purposes of this general agreement include, but are not limited to, the following:
 - a. The development of collaborative research projects.
 - b. The organisation of joint academic and scientific activities, such as courses, conferences, seminars, symposia or lectures.
 - c. The exchange of research and teaching personnel.
 - d. The exchange of publications and other materials of common interest.
 - e. The exchange of students.
2. Cooperative projects under this general agreement may include any of the academic disciplines represented at either of the two institutions.

ARTICLE II

1. In order to carry out and fulfil the aims of this agreement, VVU and Otterbein shall appoint appropriate persons at each of their campuses respectively, to coordinate the development and conduct of joint activities.

2. Through these contact persons, either institution may initiate proposals for activities under this agreement.
3. Specific details of any activity will be set forth in a Letter of Agreement which, upon signing by the appropriate authorities at both universities, and approved pursuant to Article IV, will become an integral part of this general agreement.
4. Letters of Agreement will include such items as:
 - a. Elaboration of the responsibilities of each institution for the agreed-upon activity.
 - b. Schedules for the specific activities.
 - c. Budgets and sources of financing of each activity.
 - d. Any other items necessary for the smooth and efficient conduct of the activity.
5. The contact persons will additionally be responsible for the evaluation of activities under this agreement according to the practices of their respective institutions.
6. Letters of Agreement will be approved at each institution according to the normal procedures governing the types of activities proposed therein.

ARTICLE III

1. Each institution shall designate a coordinator to oversee and facilitate the implementation of this Agreement.
2. The coordinators, working with other appropriate administrators at the respective universities, shall have the following responsibilities:
 - a. To promote academic collaboration at both faculty, graduate and undergraduate student levels for research and study;
 - b. To act as principle contacts for individual and group activities and to plan and coordinate all activities within their institutions as well as with the partner institutions;
 - c. To distribute to each institution information about the faculty, facilities, research, publications, library materials and educational resources of the other institution; and
 - d. To meet periodically to review and evaluate past activities and to work out new ideas for future cooperative agreements.

ARTICLE IV

1. This general MEMORANDUM OF UNDERSTANDING shall be identified as the parent document of any program agreement executed between the parties.
2. Further letters of agreement concerning any program shall provide details concerning the specific commitments made by each party and shall not become effective until they have been reduced into writing and executed by the duly authorised representatives of the parties.

3. The scope of the activities under this agreement shall be determined by the funds regularly available at both institutions for the types of collaboration undertaken and by financial assistance as may be obtained by either institution from external sources.

ARTICLE V

Except as may be stipulated in any specific program agreement, each institution shall be responsible for expenses incurred by its employees under this agreement.

ARTICLE VI

1. Upon approval by each institution, this agreement shall remain in effect for a period of ten (10) years unless terminated earlier by either institution.
2. Such termination by one institution shall be effected by giving the other institution at least ninety (90) days advance written notice of its intention to terminate.
3. Termination shall be without penalty and if this agreement is terminated, neither Otterbein nor VVU shall be liable to the other for any monetary or other losses which may result.

IN WITNESS WHEREOF, the parties hereto affixed their signatures

Signed for and on behalf of:

Signed for and on behalf of:

Valley View University

Otterbein University

Daniel Buor
Prof. Dr. Dr. Daniel Buor
Vice Chancellor

Kathy Krendl
Prof. Kathy Krendl
President

Date: October 13, 2011

Date: October 13, 2011