

MEMORANDUM OF UNDERSTANDING
between
The Arkansas Department of Health
and
The Fay W Boozman College of Public Health
University of Arkansas for Medical Sciences

1.0 PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to develop academic, education, research and service collaboration on the basis of equality and reciprocity, and to promote sustainable partnerships and mutually reinforcing activities by and between the Arkansas Department of Health (hereinafter referred to as ADH) and the University of Arkansas for Medical Sciences Fay W Boozman College of Public Health (hereinafter referred to as COPH). The ADH and COPH shall remain separate entities, but for the purposes of participating in this MOU the combined efforts and activities will be referred to as an ACADEMIC HEALTH DEPARTMENT. The goals of this partnership shall be to address the basic conditions that affect the health and well-being of all those in Arkansas communities and to strengthen the systems that affect health and health equity.

2.0 PARTNERSHIP PRINCIPLES

The work of the ADH and COPH shall adhere to the following *principles*:

- 2.1** Promote co-learning and evidence-based action about public health and population science research;
- 2.2** Respect the unique nature of each partner and the contributions of each partner to the collaboration;
- 2.3** Establish clear and open communication by striving to understand each other's needs and interests, and potential contributors.

3.0 ACTIVITY AGREEMENTS

The activities implemented under this MOU shall adhere to the following principles:

- 3.1** Sharing of resources when appropriate, allowed, and mutually agreed upon will improve the work of both parties.
- 3.2** Joint efforts will focus on, but not be restricted to, a public health and population science orientation and work to promote equity and promote better understanding of social determinants of health.

- 3.3 The formal education of graduate students shall continue to be the primary responsibility of COPH, but opportunities for ADH personnel to participate in educational programs will be sought.
- 3.4 Execution of public health programs shall continue to be the primary responsibility of the ADH, but opportunities will be sought to involve COPH faculty providing technical assistance and graduate students as appropriate.
- 3.5 Both the ADH and the COPH shall retain the exclusive right to appoint their respective staff and faculty.

4.0 SCOPE OF ACTIVITIES

- 4.1 The ADH agrees to accept students of COPH in jointly agreed upon field and public health practice placements supporting student involvement in local research, study and service learning.
- 4.2 To the extent that it can on its own, and in accordance with COPH and UAMS policies and procedures, the COPH will make educational opportunities open and available to ADH personnel.
- 4.3 The ADH and COPH shall support the joint development of grant applications that support the purpose of this MOU.
- 4.4 The ADH and COPH shall, to the extent possible with mutual agreement, and as permitted by respective agency policies, state and federal laws, rules, and regulation, share staff and positions for the benefit of both parties.
- 4.5 The ADH and COPH agree to encourage their respective staff and faculty to participate in collaborative research projects and to provide facilities and access to data for research, each in accordance with their respective capabilities and controlling policies, laws, rules, and regulations.
- 4.6 The ADH and COPH shall exchange research and educational materials, publications, collaborative opportunities, and academic information through:
 - a. Organization and participation in ADH Public Health Grand Rounds, COPH Seminar, other seminars, symposia, short-term academic programs and academic meetings
 - b. Regular and periodic discussion of potential community health initiatives, case studies and public health issues.
 - c. Identification and communication of community resources that may facilitate the work of both parties.

5.0 Joint Advisory Council

- 5.1** The implementation and operation of this MOU shall be overseen by a Joint Advisory Council (JAC).
- 5.2** The JAC is comprised of the Director of the ADH, the Dean of the COPH, five staff of the ADH appointed by the Director and five faculty of the COPH appointed by the Dean. The Chair of the JAC is appointed by mutual agreement of the COPH Dean and ADH Director.
- 5.3** By joint agreement of the ADH Director and the COPH Dean, one or more student representative members may also be appointed from time to time.
- 5.4** The JAC may invite additional members of the ADH or the COPH to provide additional input on topics as appropriate and may appoint ad hoc committees as needed.
- 5.5** The JAC may, from time to time, designate coordinators within each institution to facilitate execution of specific activities of this MOU.

6.0 RENEWAL, TERMINATION AND AMENDMENT

- 6.1** This MOU shall remain in force for a period of five years from the date of the last signature.
- 6.2** This MOU may be terminated by either party by giving written notice to the other party at least 90 days in advance of the stated termination date, which shall not be earlier than the end of the semester in which notice is given.
- 6.3** This MOU may be amended only by the written consent of both parties.

In witness thereof, the parties have offered their signatures hereto:

Director Date
Arkansas Department of Health

Dean Date
FayW Boozman College of
Public Health