

DAU 11-3 Cooperative Agreements and Partnership Policy

Policy Code	Policy Name		
DAU 11-3	Cooperative Agreements and Partnership Policy		
Responsible Executive	Current Revision Date	Next Revision Date	
- Colleges and Departments - Student Affairs - Legal Affairs	10/2023	10/2027	

1. Policy Purpose

The policy provides guidelines for the process involved in handling corporate collaborative agreements with public and private entities. Also, it shows how DAU promotes interest in community and research activities of the respective institutions.

2. Policy Scope

This policy applies to all internal entities (Colleges, programs, Centers and Units) involved in corporate collaborative agreements.

3. Policy Statement

Partnership: is a collaborative engagement between two or more parties sharing a similar vision, aimed at reaching a common goal by devising and implementing mutually agreed activities while maintaining their respective identities and agendas.

DAU welcomes any organization to express an interest in becoming a partner that is interested in advancing DAU's mission, vision, and goals. Both parties shall gain from this collaboration.

The partner organization and DAU will be required to commit to the following:

- Identifying a representative from each organization to serve as the focal contact point.
- developing and implementing a plan of joint activity.
- Facilitating opportunities for members of each organization to be involved in the partnership's activities.
- Contribution to the promotion and advocacy of each organization by linking to the other's websites.
- Providing financial support for the attendance of meetings related to the partnership if needed.

Pre-contractual agreements: A partnerships agreement may typically involve up to three short agreements before the main collaboration agreement is entered into. These agreements are:

- Memorandum of Understanding
- Confidentiality Agreement
- Exclusivity Agreement.

A Memorandum of Understanding (MOU): is a document that outlines the parties' general understanding of the key factors/issues that will be later agreed upon. As for the confidentiality agreement, without the other party's approval, two parties will not be able to share sensitive information regarding the prospective collaboration. The parties are forbidden from negotiating the same collaboration with any other institution as per the Exclusivity Agreement. The three agreements can frequently be combined into a single contract, but if this option is taken, the institutions must be certain of which provisions of the agreement will be enforceable and which will not.

4. Policy Procedure

Process for acceptance and implementation of the Agreements

- Inviting faculty members and staff of the partner universities/institutions to participate in a variety of teaching and/or research activities, community and professional development.
- Allowing students from the partner institution for periods of study and/or research.
- Acceptance of any students is at the discretion of the institution providing the learning, research and/or practical experience. Visiting students are responsible for their own living expenses and are always subject to the policies and regulations of the supervising institutional and community.
- Organizing symposia, conferences, short courses, and meetings on research issues.
- Carrying out joint research and continuing education programs.
- Exchanging information related to enhancing teaching techniques, student development, and research and community service at each university/institution.

The coordinators in both two Parties, have the following responsibilities:

- Promoting academic collaboration between both faculty members and graduate students in research and study.
- Acting as principal contacts for individual and group activities and coordinate all departmental activities for which cooperation with the partner institution is desired.
- Distributing to each university/institution information about the faculties, facilities, research, publications, library materials, and educational resources of the other university/institution
- Periodic meeting to review and evaluate past activities and to work out new ideas for future cooperative agreements.

Evaluation of the partnership

After the First year and then every Three years, the Legal Affairs and other responsible in DAU will assess the agreement achievements. The partner will be informed if it is decided that the partnership is in danger or not. A strategy of resumed meaningful efforts to re-invigorate the partnership must be discussed and negotiated with DAU within Three months (or another period as may have been agreed between the partners) to decide if this partnership will be terminated or not.

Termination of partnership

DAU reserves the right to terminate any partnership for any reason at any time. Some reasons for immediate termination include but are not limited to:

- Serious violation of the criteria for being a partner,
- Misuse or misrepresentation of the quality of the partnership with DAU,
- Unwillingness to fulfill the responsibilities they agreed to upon acceptance of the partnership and/or serious misconduct by the partner those conflicts with DAU's vision, mission, and principles. These will be evaluated on a case-by-case basis and will be decided by the head of the Legal Affairs Unit.

5. Related Policies/ Documents/ Forms

NA

6. Document History

Version	Issue/ Rev. Date	Updated Information/ Summary of Changes
1	10/2023	1 st issue of the policy