

AFFILIATION AGREEMENT
BETWEEN
CUYAHOGA COMMUNITY COLLEGE DISTRICT
AND
BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT

WHEREAS, Cuyahoga Community College District, hereafter referred to as the College, is currently conducting educational programs in Deaf Interpretive Services/Liberal Arts and desires to obtain practical education for the students enrolled in its educational programs, and

WHEREAS, Brecksville-Broadview Heights City School District, hereafter referred to as the Agency, has the facilities and is willing to provide practical experience at the Agency to students enrolled in the said educational programs of the College.

NOW THEREFORE, in consideration of the mutual promises and conditions set forth herein, the Agency and the College agree as follows:

1. GENERAL TERMS AND CONDITIONS

- a. The length of the student assignment for practical experience will be by mutual decisions.
- b. The students shall be scheduled in accordance with the holidays observed by the College and the Agency.
- c. If a student is unable to meet the requirements of the College and Agency practical experience, a conference between the College's Representative of the respective program and the Department Director at the Agency or designee shall be held to determine the appropriate course of action. The College has final authority for determining the academic status of students.

- d. The students are responsible for transportation costs while at the Agency.
- e. The students, while in the Agency, are to wear appropriate attire as prescribed by the profession, or the regulation uniform of the Agency or attire mutually agreed upon between the Agency and the College.
- f. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, gender, national origin, or disability.
- g. The students will abide by the Policies and Procedures of the Agency and follow all directives of staff in regard to client needs. Students will be informed by the Agency of general regulations and minimum safety standards including fire safety procedures, hazardous material management, universal precautions, airborne and protective isolation and personal safety.
- h. A stipend will not be paid to the students for their practical education by the Agency.
- i. Students are not considered employees of the Agency. While at the Agency, students are not covered by social security, unemployment compensation, or workers' compensation.
- j. Students are entitled to due process, if appropriate, as defined in the College's student handbook and the student's Program handbook.
- k. The College may refer to the affiliation with the Agency in the College catalogue and in other public information materials regarding College programs. The Agency may refer to the affiliation with the College in Agency brochures and other public information materials having to do with clinical education programs.
- l. Students shall have access to client's records or information and shall keep all information confidential.
- m. Any additions or deletions of Deaf Interpretive Services may be instituted by the College with the approval of the Agency in Appendix A without alteration to the entire agreement.

2. DUTIES OF THE COLLEGE

- a. The College will notify the Agency at least two weeks prior to beginning of a practicum rotation of the number of students which it expects to assign for clinical instruction during the ensuing term, if applicable, the dates of assignments; and the holidays observed by the College during the defined term.
- b. The College will provide a program practicum coordinator to coordinate the student's practical experience at the Agency.
- c. The College will provide the Agency with a course syllabus and a list of the skills/performance expectations.

3. DUTIES OF THE AGENCY

- a. The Agency shall provide practical experience for the education of the students assigned, within the limits of the Agency.
- b. The Agency shall provide interpreters who will serve in a clinical supervisory role as facilitators of student learning in the Agency as prearranged by the program practicum coordinator.
- c. The Agency shall provide safe physical facilities and environment needed for practical experience of the students assigned to the Agency, within the limits of the Agency.
- d. The Agency shall provide orientation for the student and program practicum coordinator at the beginning of the student assignments.
- e. The Agency may request the College to withdraw from the clinical experience any student or faculty whose performance is unsatisfactory, or whose health status is a detriment to the student's successful completion of the practical experience assignment.
- f. The final responsibility for information to clients lays with the Agency department personnel.
- g. Agency shall require each student participating in the practicum to have a completed an appropriate criminal background check in accordance with Agency procedures

4. TERMS OF AGREEMENT

- a. This agreement is for a term of two semesters beginning August 26, 2013 and ending May 31, 2014, and will automatically renew for an unlimited number of renewal terms unless terminated pursuant to the provisions of section 4-c.
- b. This agreement is not a third-party beneficiary contract and confers no rights upon any students or employees of the parties.
- c. This agreement may be terminated without cause by either party on written notice of said intent, delivered by registered mail upon the other party at least 90 days prior to the beginning of the next academic term. Such termination must not affect students affiliated with Agency for the academic term in which notice is given.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agreed to such amendments.
- e. This agreement shall be reviewed annually by the program coordinator and Agency official.
- f. This agreement shall be binding when executed by both parties.
- g. This agreement will be governed by the laws of the State of Ohio.

Site Administrator

Tri-C Program Manager

Title

Date

Date