

Towards the Development of a Memorandum of Understanding: Considerations and Results

**Special Report on the Meeting,
March 12-15, 2012**

San Juan, Puerto Rico

**TOWARDS THE DEVELOPMENT OF A MEMORANDUM OF UNDERSTANDING:
CONSIDERATIONS AND RESULTS**

Special Report on the Meeting : March 12-15, 2012

Place: Graduate School of Information Sciences
and Technologies, University of Puerto Rico

Participants

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Introduction

From March 12 to 15, 2012, representatives from the University of Tennessee (UT), at Knoxville, came to the University of Puerto Rico and met with colleagues from different faculties, in an effort to consider possibilities of collaborative efforts and joint research agenda geared to the development of a Memorandum of Understanding between both Universities. The initiative was led by the schools of information of both academic institutions, who previously had a collaborative agreement.

Representatives from the University of Tennessee were: Dr. Edwin Cortez (Professor and Director of the School of Information Sciences), Dr. Carolyn Knowles (Vice Provost and Dean of Graduate Studies), Dr. Suzanne Allard (Associate Professor /Associate Dean), and Ms. Donna Silvey (Communications Officer)

In this four days meeting, conversations were conducted between representatives of UT with representatives of the faculty of the Graduate School of Information Sciences, legal representatives from Central Administration and the Río Piedras Campus, the Deans of Academic Studies, Graduate Studies, the School of Communication, the School of Business

Administration and Faculty of Natural Sciences. The goal pursued was to seek ideas, identify common interests, research lines, strategies and projects in order to develop a future Memorandum of Understanding, for the benefit of both academic institutions.

In the meantime, the final objective of the meeting was to draft and sign a Letter of Intent, between the two institutions, with the ideas considered.

This special report presents ideas that emerged from the different conversations, which led to the signature of the Letter of Intent.

**MONDAY, MARCH 12, 2012. Meeting with Legal Advisors and Faculty Members
Graduate School of Information Sciences and Technologies**



9:00 am. – 4:00 p.m.

Have students/faculty/libraries get interested in what is happening on both campuses

1. UPR library/faculty going to UT
2. Nitza López, Carlos Suárez, José Sánchez, Luisa Vigo — Usability lab
3. Course sharing — KM strength at UPR
4. Collaborative teaching between teams
5. Recruiting for students for UT doc program
6. Sharing knowledge about practicum programs
7. Explore possibility of joint doctoral program
8. Matrix of intersections of UT & UPR faculty, UT, UPR & UPR communication faculty (Edwin Cortez/Luisa Vigo)
9. Placement services –helping UPR students who want to go on mainland
10. Research
11. Study abroad, embedded for UT students; maybe UPR students to UT
12. Close UT/UPR Administrative communications– housing, research contracts

Course Sharing / Collaborative Teaching Strategies

1. Hire as adjunct -- UPR has no summer courses, faculty could adjunct for UT. Could be online but would like to see some come to Knoxville too. No problems for UT students. If UPR students register through their Indie study. (Carolyn Hodges: transient student, Sally McMillan has form; ck on how to provide access netid, guest)
2. Hybrid course: simultaneous with both student bodies.
 - a. Tuition issue (transient study as above)
 - b. Technology: video conferencing at UT, UPR.
 - c. Language issue: not an issue for UPR taking UT classes, UPR would deliver in English courses we are interested in. Difficult interaction in the classroom. At UT maybe student from modern languages who helps work across the courses.
 - d. UPR students coming to UT during summer for summer school. Caroline notes we may be able to do this if we have students exchanging . May be able to do this as transient student. Problem is most summer courses are off courses.

Study Abroad/embedded

1. Use Edwin Cortez' Spain Capa course as a model (info management in cross cultural environment). Coursework and preparation at UT, then come to PR for experience in environment
2. UPR interested but would need to think of ways to help cover the costs for students. (write proposals, seeking funds from external or internal sources)
3. Course size to make. Study abroad: UT(12), UPR(12) other courses: need 9 to get full pay
4. For UPR students to come to UT – embedded is best choice to be with UT students

Communication between Schools: In MOU, to be drafted, identify the offices that will be communicating with each other

1. Meetings between SIS/UGLCI : several semester via video conferencing, action oriented agenda
2. Research: Get Office of Research teams at UT/UPR to talk director
3. Contracts: Identify the specific offices at each university that need to talk so as to ensure clear channels of communication
4. Legal Advisors
5. Deans of Graduate Studies

Distributed doctoral program

1. Must be admitted into our graduate school
2. Be on campus prior to first semester
3. Do defense at UPR
4. Must have advisors from both sides
5. Both universities must agree on which courses can count on which side
6. Degree would defend at UPR

TUESDAY, MARCH 13, 2012. UT Meeting with the Deans of Academic and Graduate Studies, and Lib System Representative (Dr. Beatriz Rivera, Dr. Haydeé Seijo and Dr. Marilyn Montalvo)



Research:

1. Many lines of research: Business Administration, Natural Sciences, Humanities, Communication, Information Science
2. UPR would like to talk with researchers and see what lines could match, e-communication meeting (Matrix)

UPR Study Abroad

1. Interested in possibilities for short-term study abroad for UPR students

Information Competencies Program

1. Business school librarians are developing instructional modules for IC and adding to school curriculum
2. Business (bachelors, masters, PhD)
3. Librarians very interested in developing a research agenda in area of information competencies

4. Interested in looking at publication processes in Latin America. Looking to move forward in this in both English and Spanish
5. Would like to expand the area of impact in this area — would welcome partners.
6. UT business school tuition includes an international experience
7. UT business school wants to go more international with doc program
8. UPR and UT have MBA/JD programs —possible synergies
9. Possibility: UT SIS / UPR work together to establish international journals and publish in this area
10. UPR currently identifying L.A. Peer reviewed and then ranking them

ETD

1. Find a way to share info about ETDs – maybe feature each others occassionall
2. UPR – Required for PhDs and elective for Masters

UPR Interdisciplinary Intellectual Communities: Featured areas:

1. Addictions
2. Aging & Old People
3. Violence

Special attention:

1. Includes faculty members from across campus
2. Want to expand and enhance initiative
3. Currently only faculty
4. UT sees opportunities for students too
5. UT possible ties: Center for War and Children, John Haas in COM about Hate Speech

UPR Library

1. Library system also have faculty libraries.
2. Faculty librarians at Business School responded to school but acted as bridge to library system
3. GSIST UPR using LibGuides to move towards integrating
4. Some librarians are adjunct
5. Librarians must publish but little time

UT SIS/Library relationship

1. Librarians are adjuncts
2. Dean is full member of faculty
3. Students work at library in paid positions, in practica, and independent studies
4. Strong relationship
5. UT includes libraries on SIS projects
6. EGCLI includes researchers but librarians have little free time
7. UT suggests lit searches and collecting data, and then be named as second author

Online Teaching

1. Title 5 grant which will go online, but it is going on slowly
2. UT synchronous, on-campus twice (orientation, comps)
3. UT builds community with coordinator to reach out to distributed cohorts
4. UT suggests support, teaching the teachers,
5. UPR must have marriage with the library and a DE librarian. UT had DE librarian for many years which as now been integrated in to other roles
6. There are differences between synchronous and asynchronous skill sets

Categories for Letter in Intent identified in final workshop

Within the fields that are mutually accepted, the following forms of cooperation will be pursued:

1. Teaching & curriculum development
2. Research collaboration and new revenue streams
3. Study abroad and outreach
4. Special projects and service initiatives
5. Publications and presentations

WEDNESDAY, MARCH 14, 2012. These notes reflect key comments that relate directly to the LOI (more specific comments are not recorded)

9:00 – 11:30 a.m. Meeting with Deans of Graduate Studies and School of Communication



GRADUATE STUDIES: Dr. Cynthia García-Coll

1. Interested in Interdisciplinary efforts — to advance scholarship and improve PR
2. Violence: understand at deeper level, family-multimedia-institutional, etc.
2 day workshop with 30 people from all over the island, 5 min presentation — what are the important questions for the future

3. Aging: 8 faculty members. Few nursing homes in PR
Researcher-practitioner exchange. Posters. To learn pressing needs.

4. Addiction: mostly neuroscience and addiction, R01 at NIH
Working on grant proposal – education on addictions for HS students. Pipeline from researchers, to educating future teachers and back to kids and getting kids to move into the labs. She supports them. Does paperwork. Show up to meetings. Provides grant support. Enables them to share ideas and do the work.

IDEAS: students or assistant profs coming to UT to use labs, do intensive research. Maybe tie into the lab. UPR says they have small amounts of funding available to do this.

SCHOOL OF COMMUNICATION: Meeting with Deans Dr. Eliseo Colón and Dr. Rubén Ramírez

1. Important to develop doctoral program interested in interdisciplinary
2. Interested in joint research
3. Possibility of adjuncts to UT during the summer
4. FROM GCLI: cartoons at Baker Center may be interested

12:00 -1:30 p.m. SCHOOL OF BUSINESS ADMINISTRATION. Meeting with Dean, Dr. Paul Latortue

Areas of collaboration:

1. Communication: interpersonal, outside organization
UPR has depth of business communication -- originally introduced in terms of languages. Teaching in either Spanish or English. Changing this to something larger than language. Interested in interpersonal communication at work, business communication with consumers/authorities. Talking about marketing. Thinking about combining with marketing.

Sent professors to bridge programs which gives business notions . Helped them learn what was required of them.

Ed Cortez's course in cross cultural communication is of interest as area of collaboration

2. Information systems. Very interested in PhD info systems professors to visit
3. Distance education/sharing courses: UT MBA students come to PR
4. Collaboration at graduate level — maybe MBA
5. Publishing review

2:30-3:30 p.m. SCHOOL OF NATURAL SCIENCES. Meeting with Dean, Dr. Brad Weiner

Know George Kabalka, chemist, worked with UPR chemist

Some of these below are themes and topics...

1. Energy: UT has new energy degree; UPR interested in energy too. UPR has two new centers funded in renewable energy, have doc in environmental sciences
2. Tropical ecology: has field station and only USFS rain forest, maybe link in through LTER
3. Technology: tied in with Argonne, ORNL computational sciences
4. UT has computational sciences, other informatics
5. UPR has interest in bio-informatics — hiring some now; interested in UT grad and undergrad environmental informatics courses
6. UPR is starting a professional science masters programs, starting from scratch
7. They are partnered with Nebraska for computational sciences
8. Bio-medical

THURSDAY, MARCH 15, 2012

9:00 – 10:45 am.

Recapitulation of work and final arrangements for the signature of the Letter of Intent took place.

11:00 -11:30 a.m. Visit to the Chancellor's Office and Signature of the Letter of Intent

Prof. Aurora Sotográs, Esq., Executive Assistant to the Chancellor, Dr. Ana R. Guadalupe, received the UT/UPR delegation for the signature of the Letter of Intent.

Dr. Brad Weiner, Acting Chancellor of the UPR, Río Piedras Campus, and Dr. Carolyn Hodge, Vice Provost and Dean of Graduate Studies at University of Tennessee, at Knoxville, signed the Letter of Intent. Other attendees at the meeting were: Dr. Edwin Cortez and Dr. Suzanne Allard (UT/Knoxville), and Dr. Luisa Vigo-Cepeda and Dr. Nitza Hernández-López (UPR/Río Piedras). Ms. Donna Silvey (UT/Knoxville). (See Appendix).



Ms. Donna Silvey (UT) and Mr. Neftalí Rodríguez (UPR/Río Piedras) were the photographers of the occasion.

Final Comments

The goal set forth for this joint meeting was successfully achieved. An action plan has been delineated in order to continue working towards the development of the future UT, Knoxville / UPR, Río Piedras Memorandum of Understanding.

1:30-3:00 p.m. Presentation of LaSCALA UT Doctoral Program in Library and Information Science at UPR

On the afternoon of March 15, Dr. Edwin Cortez and Dr. Suzanne Allard presented the LaSCALA doctoral program to be launched at U of Tennessee, Knoxville. Students and alumni attended the meeting which can be viewed on the Graduate School of Information Sciences TV-Channel.



La SCALA Doctoral Program of Library and Information Science at University of Tennessee appears at the EGTI-UPR's TV-Channel: <http://www.ustream.tv/recorded/21123981>

**LETTER OF INTENT
TO FORMALIZE AN INTERINSTITUTIONAL
MEMORANDUM OF UNDERSTANDING
FOR EDUCATION, RESEARCH, AND SERVICE BETWEEN
The University of Puerto Rico, Río Piedras
and
The University of Tennessee, Knoxville**

In consideration of the promotion of international educational cooperation and educational exchanges, this Letter of Intent is a basis for establishing a Memorandum of Understanding (MOU) between The University of Tennessee, Knoxville (UTK) and the University of Puerto Rico (UPR) to promote and advance the educational, research, and service missions of each institution.

Within fields that are mutually accepted, the following general forms of cooperation will be pursued:

1. Teaching, curriculum, and joint degree development
2. Research collaboration and new revenue streams
3. Study abroad and outreach
4. Special projects and service initiatives
5. Publications and presentations

Arrangements for specific visits, exchanges, and other forms of cooperation will be developed jointly and will be agreed upon for each specific case. Plans for expanded collaboration may extend to student and academic exchanges in the future.

No monetary consideration will be exchanged between the universities. The agreement will not imply any financial obligation by any of the institutions. All parties understand that any and all financial arrangements will have to be negotiated and agreed upon.

The parties declare that they sign this agreement and agree to its stipulations in good faith, and by that good faith they commit themselves to all actions that will ensure its fulfillment.

Should a discrepancy in interpretation arise, it will be resolved by the mutual consent of the parties in the same spirit which led them to sign it.

This letter of intent takes effect from the date of the last signature and continues for five years or until the duly constituted authority of either party provides six months' notice of termination to the other, while taking account of all existing projects and programs.

IN WITNESS WHEREFORE, this document has been executed by the following individuals on the days indicated.

Carolyn R. Hodges Date 3/15/12
Dr. Carolyn R. Hodges,
Vice Provost and Dean of the Graduate School
University of Tennessee, Knoxville

Brad Weiner Date 3/15/12
Dr. Brad Weiner,
Acting Chancellor
University of Puerto Rico, Río Piedras

Date _____
Dr. Jimmy G. Cheek
Chancellor
University of Tennessee, Knoxville

Date _____
Dr. Ana R. Guadalupe
Chancellor
University of Puerto Rico, Río Piedras

