

# MEMORANDUM OF UNDERSTANDING

*between*

**University of California, Agriculture and Natural Resources**

*and*

**University of California, Berkeley, Bancroft Library, Regional Oral  
History Office (ROHO),**

*concerning the*

**University of California Cooperative Extension ORAL HISTORY  
PROJECT**

This Memorandum of Understanding (herein after referred to as “MOU”) is entered into by and between the University of California, Berkeley, Bancroft Library, Regional Oral History Office (hereinafter referred to as “UCB”), and the University of California, Agriculture and Natural Resources (hereinafter referred to as “ANR”).

This MOU affirms the partnership hereby established between ANR and UCB to undertake the compilation of an oral history for ANR (“Taking the University to the People – University of California Cooperative Extension, 1912 through 2012”).

## I. INTRODUCTION

- A. The University of California Cooperative Extension (UCCE) currently has a cadre of approximately six hundred retirees. This group comprises former high level administrators, county-based farm advisors, campus-based specialists, and other academics and staff, all of whom have contributed to the betterment of California agriculture and the environment. Their mission was accomplished via what University of California (UC) President Robert Dynes has described as the “R, D and D” model (“Research, Development and Delivery”).
- B. ANR retirees have given much, both professionally and personally, to the betterment of American agricultural science, technology, economics, farmer training, education, and labor relations for a sustainable future. They have combined their academic training with “real world” problem solving. Through Cooperative Extension they provided a means to apply science-based knowledge. All of this was accomplished while spending their careers living and working in the local communities that they served. Theirs is a unique perspective in the UC world.
- C. In order that the collective knowledge and history of these retirees be preserved, UCB will undertake a project to collect as many of their oral histories as possible.

## II. PROJECT DESCRIPTION

### A. Project Initiation

1. The project, as well as the supporting private gift campaign, was initiated in honor of ANR Vice President W. R. Gomes upcoming retirement, and was announced by University of California President Dynes at the October 26, 2006 meeting of the President's Advisory Commission on Agriculture and Natural Resources ("PAC").
2. The gift campaign will be chaired by John De Luca, a founding PAC chairman and senior advisor to the President on Agricultural and Business Initiatives. Other industry leaders will also participate.

### B. Project Scope

1. The project will establish a living record of the individual contributions of UCCE advisors, specialists, and staff, and examples of the positive impact of the UC-Industry research, development and delivery continuum on California's agricultural, natural and related human resources sectors. The continuum is best expressed as being composed of a member of the Agricultural Experiment Station, Cooperative Extension Specialist, Cooperative Extension Advisor and end user.
2. Advisory Committee  

ANR will create an Advisory Committee that will serve as the guide for the scope and themes addressed by the project researchers and the individuals to be interviewed.
3. Interviews
  - a. The project shall be based upon approximately two hundred (200) hours of interviews (eighty to one-hundred interviews of two to five hours each) conducted over a four to five year period commencing upon availability of funds.

- b. Both an audio and video record will be made of the interviews, followed by transcription, web mounting, and archiving.
  - c. Proposed interviewees include:
    1. Vice Presidents Farrell (1987-1995) and Gomes (1995-2007), to be initiated within the first 6 months of the project,
    2. Retirees (academics and staff),
    3. Faculty Senate members and UCCE Advisors and Specialists addressing the ANR Research, Development and Delivery continuum, as well as a variety of other subject areas and,
    4. Constituent end users and/or industry representatives.
  - d. Transcripts shall be accessible through a World Wide Web project page, with printed copies archived at the Bancroft Library and University of California, Los Angeles (UCLA) Library. Reciprocal links will be established between the Bancroft Library, UCLA Library and ANR.
  - e. Videotaped interview raw footage will be archived at the UCB Bancroft Library.
4. Opportunity to work on the project will be provided to both undergraduate and graduate students.
  5. Within the Bancroft Library's Collection, the ANR Oral History may be catalogued under the following:
    - Agricultural History
    - California Wine Industry
    - California Food History
    - California Water Resources
    - Forestry
    - Horticulture, Botany, and Landscape Design

- University of California Faculty, Administrators and Regents

C. Project Timeline

The project is expected to take approximately four to five years to complete, and the term of the project is expected to be approximately 2007 through 2012.

D. Projected Cost

Four hundred thousand dollars and no cents (\$400,000), to be entirely funded with private gifts.

E. Proposed Budget

1. The proposed project budget is eighty thousand dollars and no cents (\$80,000) per year for five (5) years, for a total project cost of \$400,000.
2. The proposed budget provides for initial research; advisory committee project development; sixteen (16) to twenty (20) interviews per year for the five year term of this agreement; interview processing including transcription, editing, and final production; interviewer salaries of \$50,000 per year; and ROHO project management and production costs of \$30,000 per year.
3. Initial transfer of funds in amount of \$80,000 will be made no later than three (3) months after the execution of this MOU. Balance of compensation will be provided via transference of ANR funds to a UCB account on an annual basis thereafter, at a rate of \$80,000 per year for the remaining four years of this agreement.
4. Payment will be made at the completion of the project year, with the exception of the first payment. As stated above, it is anticipated that for years two through five of this five-year agreement, annual payment will be made at a rate of \$80,000. While UCB will be compensated in full for all services provided, compensation in years two through five shall be based on the progress of the project. Should the progress of the project be significantly delayed, compensation for that year will be

reevaluated and may be adjusted to better reflect the progress of the project to date.

### III. GENERAL PROVISIONS

- A. This MOU shall become effective when signed by both parties and shall remain in force through December 31, 2012, unless notice of cancellation is given in writing by either of the parties to the other party. Any such notice of cancellation shall be given at least six (6) months before termination.
- B. In the event of termination, any uncommitted funding will be retained by ANR, effective with the date of termination.
- C. The MOU may be adjusted by mutual consent at any time. Each party reserves the right to review the MOU and implement appropriate periodic modifications as required, after proper written notification to the other party.
- D. Should any conflict arise as the result of this MOU, the ANR Associate Vice President and the UCB Bancroft Library James D. Hart Director shall share in final decision authority as to the resolution of the conflict.

### IV. NOTICES

Any notice concerning this MOU shall be in writing and shall be delivered to the other party at the following respective addresses:

For ANR:

Richard B. Standiford, Associate Vice President  
University of California, Agriculture and Natural Resources:  
1111 Franklin Street, 6<sup>th</sup> Floor  
Oakland, California 94607-5200

For UCB:

Charles Faulhaber, James D. Hart Director  
The Bancroft Library  
University of California, Berkeley  
Berkeley, CA 94720-6000

V. PARTIES TO THIS MOU:

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Richard B. Standiford, Associate Vice President  
University of California, Agriculture and Natural Resources

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Date

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Charles Faulhaber, James D. Hart Director  
The Bancroft Library  
University of California, Berkeley

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Date