

Memorandum of Agreement

This agreement is entered into effective as of August 1, 2012, by and between the Extension Committee on Organization and Policy (ECOP) and Chrystal Checketts. The Association of Public and Land-grant Universities (APLU) is acting as the fiscal agent for ECOP to fund the services of Chrystal Checketts ("Staff Associate"), an employee of ECOP who shall perform services for ECOP during the term of this agreement.

From August 1, 2012, through December 31, 2014, the Staff Associate shall allocate 1 FTE of her time to perform such duties and other services as ECOP, through the Executive Director for Cooperative Extension, may request. This agreement is renewable on an annual basis following a review of accomplishments by the Executive Director in consultation with the ECOP Executive Committee. Annual evaluations will occur on or before October 15th of each year in order to provide justification for performance bonus or salary increase in alignment with the APLU schedule for this purpose.

All work product authored or created by the Staff Associate, under supervision of the Executive Director, shall belong to ECOP as a "work made for hire" within the meaning of the U.S. copyright law. By her signature below, Chrystal Checketts assigns all copyrights to ECOP for work performed.

Continuing annual salary is \$58,000 and will be annually incremented by ECOP, effective January 1st, as appropriate and prudent. ECOP will provide office space and operating budget at the offices of APLU in Washington, DC, or other appropriate location as determined over time. APLU provides IT support, computers, telephones, and other such items necessary to effectively and efficiently operate an office. APLU provides access to and management of employee benefits. All employer costs related to salary benefits are paid by assessments to institutions in the APLU Cooperative Extension Section.

Either party may terminate this agreement without cause upon 30 days prior with written notice. During the 30-day period, the Staff Associate will continue to perform those tasks specified by the Executive Director acting on behalf of ECOP. This Agreement may also be terminated immediately upon a material breach by either party, which breach is not cured to the reasonable satisfaction of the non-breaching party within fifteen days of written notice.

This constitutes the entire Agreement between the parties with respect to the subject matter herein and may only be amended in writing signed by all parties.

Chrystal Checketts
Staff Associate

Douglas L. Steele
ECOP Chair

Daryl D. Buchholz
ECOP Chair-elect

Signed:

Chrystal Checketts

Douglas L. Steele

Daryl D. Buchholz

Date:

July 17, 2012

July 17, 2012

July 16, 2012