
EU-US ATLANTIS PROGRAMME

COOPERATION IN HIGHER EDUCATION AND TRAINING

TRANSATLANTIC DEGREE CONSORTIUM PROJECT



Bilateral Cooperation
with
Industrialised Countries

EU/US International Bachelor Degree
in Engineering **MAN**agement

Memorandum of Understanding



Memorandum of Understanding

between

- University of Parma (ITALY), hereafter identified as UNIPR, having its legal address in via Università, 12 – 43121 Parma (IT), and coordinated by its legal representative, Prof. Gino FERRETTI, Rector of the institution.
- University of Extremadura, hereafter identified as UNEX,
- New Jersey Institute of Technology, hereafter identified as NJIT,
- Rutgers University, hereafter identified as RUTGERS,

Hereafter referred as “the parties”, for the development of the project

UMANE – EU/US International Bachelor Degree in Engineering MANagEment

Contract number: 2010-2868/001-001-CPT-EU-US

Project number: 180925-EM-1-2010-1-IT-ERA-MUNDUS-USATD

as approved by the European commission – DG Education and Training

Project number: P116J10055

As approved by US FIPSE

1 – PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to establish and further academic exchange and cooperation in the field of Engineering Management, with a particular focus on Supply Chain Management and Operations Management, based upon a detailed work plan for the EU-US Transatlantic Degree Consortium Project entitled: ***UMANE – EU/US International Bachelor Degree in Engineering MANagEment***.

The parties declare their commitment towards the achievement of the objectives declared in the UMANE application and following elected to contractual obligations after the approval by the respective authorities (EU and FIPSE), including the development of a Dual Degree in Engineering.

Rutgers University will participate in student and faculty exchange but will not offer this Bachelor’s Degree in Engineering.

2 – GOALS AND FORMS of COOPERATION

The main interests of this academic cooperation are as follows:

- develop Institutional basis for cooperation and exchanges;
- develop a dual degree program in the field of Engineering Management that can advance the expertise and competences of both EU and US students;



- increase employment opportunities, due to the high global exposure and industrial participation, students will receive by attending courses in different and high-specialized universities;
- improving the knowledge of students in foreign language(s) and cultures;
- create professionals ready to operate in different international transatlantic environments;
- create an international consortium of universities in the EU and in the USA, to incorporate different fields of specialization in the discipline of Industrial and Management Engineering;
- exchange 48 undergraduate students equally divided between US and Europe partner Institutions;
- exchange an overall number of 29 faculties on mobility, 17 from the EU to the US and 12 from US to the EU is planned over the 4 years of the project, for an average of 3-week-each duration;
- develop the bases for the sustainability of the UMANE Project following the funding and contractual period designated by the governmental agencies involved (namely FIPSE for the US part and European Commission – DG Education and Training for the EU).

3 – COORDINATION

The technical and administrative coordination of this MOU, as for the UMANE approved application, is appointed to the lead Institutions in Europe and in the US, namely:

- The University of Parma, Italy, for Europe
- New Jersey Institute of Technology for the United States

The technical and administrative coordination shall address and resolve academic and administrative issues that may arise during the term of this MOU, and shall supervise and report on the activities conducted within the framework hereof.

4 – CLAUSES

4.A – Definitions

- “Sending institution”:
shall mean the Institution at which the student intends to graduate, the home Institution;
- “Receiving institution/s”:
shall mean the Institution that has agreed to host the exchange student sent by the sending institution;
- “Academic Term”:
shall mean the period of academic study spent at the receiving Institution and may refer to either a semester, quarter or full academic year. This will commence on the first day of classes and conclude on the last day of final exams;
- “Exchange student”
shall mean the undergraduate student travelling from the sending Institution to the receiving institution. The exchange must take place between a European and a US Institution;



“Exchange faculty”	shall mean 29 teaching faculties on mobility, 17 from the EU to the US and 12 from US to the EU is planned over the 4 years of the project, for an average 3-week-each duration;
“Project coordinator”	shall mean the institutional representative from the EU and US coordinating institutions designated to coordinate all actions devoted to the achievement of the project objectives;
“Local coordinator”	shall mean the institutional representative from the EU and US partner institutions designated to perform all actions devoted to the achievements of the project objectives;
“Administrative coordinator”	shall mean the institutional representative designated to fulfill the administrative responsibilities of the Co-coordination of this MOU at each participating Institution (as described in the project proposal).
“UMANE Committee”	shall mean the Committee formed by the project coordinators plus one representative from each partner institution in charge for taking all decisions concerning the UMANE management and undertaking each action required to achieve the project objectives;

4.B – General Responsibilities

Consortium members commit to:

- organize and share a detailed work plan for the Project;
- establish and operate a web-based platform for communication;
- share a calendar of the process of student selection, acceptance, and welcoming;
- inform partner institutions about the study curricula available for exchange students;
- provide Information needed for the assessment and the evaluation of the Project;
- provide documents necessary for the presentation of progress reports and final report.

To the possible extent, consortium members will attempt to:

- respect the planned number of student exchanges;
- maintain a balance in terms of the number of students exchanged with each of the partner Institutions.

4.B.1 – Role and Responsibilities of consortium members

Project coordinator

The project coordinators are identified in the following parties:

- UNIPR as EU coordinator. UNIPR will appoint one project coordinator and one administrative coordinator to fully support the project achievements. UNIPR coordinators are identified in “**ANNEX 1: UMANE representatives**” to this MoU



- NJIT as US coordinator. NJIT will appoint one project coordinator and one administrative coordinator to fully support the project achievements. NJIT coordinators are identified in “**ANNEX 1: UMANE representatives**” to this MoU

UNIPR and NJIT, as project coordinators, agree to establish a UMANE Committee formed by the project coordinators plus one representative from each partner institution, namely UNEX, UPV and RUTGERS. The details of the appointed representatives are given in “**ANNEX 1: UMANE representatives**” to this MoU.

Sending institutions:

- sending Institutions are responsible for the recruitment, the selection and the academic advising of students;
- sending Institutions will assist in the cultural and language preparation of students going on the exchange;
- names and contact information of exchange students will be sent by the sending institution to the administrative coordinator at the receiving Institution;
- Sending Institutions will endeavor to ensure students that the responsibility lies with them in obtaining adequate health coverage during the exchange abroad. As they do so, they may have to comply with the receiving Institution's requirements, which will be known at the sending institution;
- Information and requirements listed in this MOU will be provided to students as part of the selection process, by the sending institutions.
- Sending institutions undertake to recognize courses taken and exam passed at the receiving institution by exchange students, according to their own regulations.
- each party must ensure that Public (General) liability insurance is in place and remains current for the duration of the agreement.

Receiving Institution:

- Receiving institutions are responsible for the provision of student services support for the exchange students.
- According to Its student disciplinary policies and procedures, each of the undersigned institutions agrees to provide basic due process and fundamental fairness to exchange students on its campus.
- Receiving institutions shall have the right to terminate the participation of any student in the exchange program at any time, if a student's academic work or behavior is found to violate the receiving Institution's policies or regulations or endanger the health or welfare of the student or any other person.
- Receiving Institutions shall provide students with current Information and requirements with respect to health care and accident and third-party liability coverage insurance during the exchange.
- Receiving institutions shall evaluate the academic performance of each exchange student according to their rules, and shall send the academic record/transcript of each exchange student to the sending Institutions. Sending Institutions will recognize courses taken and exams passed at the receiving universities by exchange students, according to their own regulations.



4.C – Student Recruitment and Selection Process

4.C.1 – Selection

The sending Institution will recruit and select exchange students based on compliance with its own criteria and criteria developed in collaboration with partner institutions as detailed in the “**ANNEX 2: Selection Criteria**”.

4.C.2 – Verification of Student Eligibility

Prior to selecting students for exchanges, each sending Institution will ensure that all selected participants meet the basic eligibility criteria of their respective university, as applicable.

4.D – Student Exchange

- A total of forty eight (48) students will be exchanged equally between the European and US partner institutions, about twelve (12) per each institution over the life of the project. Each mobility student will have to respect rules and regulations at the hosting institution (see “**ANNEX 3: UMANE Student regulations**”)
- Overseas student exchanges will be for a maximum of one academic year, structured as follows:
 - About 3 students from each US institution each year will spend one semester at each EU partner institution for a total duration of no more than twelve (12) months;
 - 3 students from EU institutions will spend one year at Rutgers and another 3 students from EU will spend one year at NJIT for a total of 6 students from EU institutions each year.
 - EU students, prior to their overseas mobility, must attend one semester at the other EU partner institution.

4.D.1 – Student Fees and Financial Support

- Students participating in the UMANE exchange programme will be charged no tuition other than the one to be paid at their home institution. Exchange students may be required to pay other incidental or mandatory additional fees or expenses at the receiving institutions, equal to the amount charged to students homed at that Institution. However, any additional cost shall be quantified and agreed prior to the students’ departure to the receiving institution. The above-referred additional costs may in no case refer to tuition-related matters or use of university structures. Eligible additional costs may include: refectories and canteens, travel passes, registration to students’ unions and other associations, purchase of textbooks and other scientific materials, use of university facilities, accommodation.
- Students will be provided with scholarships granted by the project as described in the original UMANE application, which constitutes integrant part of this MoU.
- Sending institutions will ensure that exchange students are aware that they are responsible for covering any and all expenses not covered by the sending or receiving Institution.
- Any further financial support provided to exchange students by the sending or receiving Institutions is at the discretion of the Institutions;

- Exchange students will benefit from the same institutional services as local students;
- Any further exchange detail which may arise will be detailed in “**ANNEX 6: Exchange details**” to this MoU.

4.D.2 – Insurance for students and health coverage

- Exchange students are responsible for obtaining health Insurance for the full duration of the overseas exchange. At some receiving Institutions, students may be required to participate in a mandatory health plan offered or approved by the institution.
- Current information and requirements surrounding health care coverage for exchange students will be provided by the receiving Institutions.
- Exchange students are personally responsible for material or personal damages caused during the exchange period spent at the receiving institutions, unless required by law.

4.D.3 – Transfer of Academic Credit

Exchange students will receive credit courses taken at the receiving Institution according to credit transfer regulations by the sending Institution. The partner Institutions are to organize the joint curricula for the involved students and facilitate achieving language proficiency when required.

The academic credits and marks rules are set in “**ANNEX 4: Credits and Marks**”.

The academic curricula available for exchange students and the title awarded at each UMANE partner institution are set in “**ANNEX 5: Curricula**”.

4.D.4 – VISAS

It is the responsibility of the student to obtain the proper visa. Receiving institutions will provide the necessary documents so that exchange students will be able to apply for their visas.

4.E – Faculty Exchange

Teaching faculty will be exchanged over the 4 year period of the project, where

- Faculty will have access to institutional facilities in the receiving institution during their stay.
- Travel funds will be awarded by the sending institutions, according to the approved project budget.
- Duration of stay will be a minimum of 1 week and maximum of 4 weeks.
- Teaching staff will give lectures and seminars related to specific course topics related to the project.

Upon returning home, teaching staff will provide their sending Institutions with written reports, lectures or seminars on the exchange, as required by home campus.

Exchanges may also involve administrators positioned to sign agreements concerning credit transfer.

4.F – Project Promotion and Dissemination

- Partner institutions will develop a website allowing access to information about the project.
- Partners will disseminate information about the project through seminars, meetings, conferences, and publications.
- Other communication technology opportunities will be explored to increase communication, learning and teaching among the four partners.
- All partner universities will promote the project on their homepages.

4.G – Renewal, Termination and Amendment

This MOU will come into effect once signed by all parties. The MOU will remain in force until at LEAST the end of the project, in August 2014.

- Subsequent to the conclusion of the project, consortium partners will make every effort of continue ongoing project activities.
- The resolution of possible controversies on the interpretation and the performance of such agreement will be referred to an arbitration board made of a member of each university and a third member chosen by mutual consent.
- Amendments to this MOU shall be in writing and shall be made and executed with the signature of the appropriate institutional representatives with a copy to the European Commission and FIPSE.
- Nothing in this agreement shall be deemed to create a legal partnership, joint venture or agency relationship between the parties. Neither party has, not shall be deemed to have, the right or authority to represent the other parties or to create any obligation, express or implied, on behalf of the other parties. It is expressly understood and agreed that nothing contained herein shall give or allow any claim or right of action by any other or third person not e party to this agreement. It Is the express intention of the parties that any person other than the parties shall be deemed to be an incidental beneficiary only.
- Neither party shall be liable nor deemed to be in default for any delay or failure in performance under this agreement by reason of any circumstance beyond its reasonable control, including without limitation, fire, explosion, power failure, accidental, natural disasters, epidemic disease, war, terrorism, revolution, civil commotion, or acts of public enemies; any law, order regulation, ordinance, or requirement of any government or legal body or any representative of any such government or legal body; labor unrest, including without limitation, strikes, slowdowns, picketing or boycott; then the party thereby affected shall be excused from its performance on a day-to-day basis to the extent of such interference.



IN WITNESS WHEREOF, each of the undersigned parties represents and warrants that it has the full authority to sign and enter into the MOU on behalf of the institution that each purports to represent.

Signatories

University of Parma

~~PER FERRETTI~~ *Rinaldo Garnero*

NAME AND TITLE: Prof. Gino FERRETTI, Rector of the University of Parma

DATE: 17/5/2011



IN WITNESS WHEREOF, each of the undersigned parties represents and warrants that it has the full authority to sign and enter into the MOU on behalf of the institution that each purports to represent.

Signatories

University of Extremadura

RAQUEL PEREZ-SWE VALVERDE

TITLE: PROF. VICEDCAN FACULTY of INDUSTRIAL ENGINEERING

DATE: 17/05/2011



IN WITNESS WHEREOF, each of the undersigned parties represents and warrants that it has the full authority to sign and enter into the MOU on behalf of the institution that each purports to represent.

Signatories

Universidad Politecnica de Valencia

HOUCINE HASSAN MOHAMED

NAME AND TITLE: Prof. Dean of International Relations, ETSID

DATE: 17/05/2011



IN WITNESS WHEREOF, each of the undersigned parties represents and warrants that it has the full authority to sign and enter into the MOU on behalf of the institution that each purports to represent.

Signatories

New Jersey Institute of Technology



NAME AND TITLE: **Robert A. Altenkirch, President of NJIT**

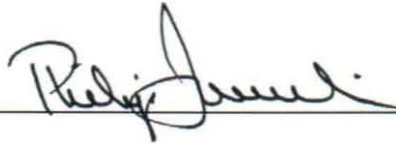
DATE: 5/17/11



IN WITNESS WHEREOF, each of the undersigned parties represents and warrants that it has the full authority to sign and enter into the MOU on behalf of the institution that each purports to represent.

Signatories

Rutgers University



Philip Furmanski

TITLE: Executive Vice President for Academic Affairs

DATE: May 16, 2011



ANNEX 1 – UMANE Representatives

UNIPR

Project Coordinator

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NJIT

Project Coordinator

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RUTGERS

Project Coordinators

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ANNEX 5 – UMANE : Curricula

Underdevelopment*

NJIT Degree Title: Engineering Science, Engineering Management Option
Parma University Degree Title : Laurea Triennale in Ingegneria Gestional

*Other European participants Degrees' Titles will be added as they develop