



MCCA Affiliated Affinity Groups MEMORANDUM OF UNDERSTANDING

The Memorandum of Understanding (MOU) is made and entered into as of January 8, 2025, by and between Michigan Community College Association, (MCCA) a Michigan nonprofit corporation, and the undersigned Affiliated Affinity Group. An affinity group is defined as a professional development network of similar positions working directly at one of our thirty-one (31) community or tribal colleges in Michigan. An Affiliated Affinity Group is an affinity group which has entered into an MOU with the MCCA and both parties agree to the expectations below.

1. **Purpose.** The purpose of this MOU is to establish general framework of cooperation and understanding between MCCA and Affiliated Affinity Groups in connection with recognition of the Affiliated Affinity Group being recognized, connected to, and supported by the MCCA. The specific terms of the relationship and benefits of being an affiliated MCCA Affiliated Affinity Group are outlined below.
2. **Obligations of MCCA:** MCCA agrees to the following:
 - a. Designate an MCCA staff liaison to the Affiliated Affinity Group.
 - b. Provide Legislative Updates and gather feedback on policy issues when requested.
 - c. Assist with fee collection and website hosting when requested.
 - d. Allow access to reserve the MCCA conference room for Affiliated Affinity Group meetings.
 - e. Provide an opportunity for free meeting space for your Affiliated Affinity Group at the annual Student Success Summit.
 - f. Attend Affiliated Affinity Group meetings, conferences and events when requested.
 - g. Convene regular Professional Associations Leadership Alliance meetings (PALA).
 - h. Assist and support Affiliated Affinity Group when requested.
3. **Obligations of Affiliated Affinity Group:** The Affiliated Affinity Group agrees to the following:
 - a. Allow membership from all 31 MCCA member institutions who meet the criteria for the Affiliated Affinity Groups member requirement(s).
 - b. Include representation from at least 11 MCCA member institutions, which does not include membership from other sectors of higher education of other organizations,

exceptions will be made for groups with fewer than eleven eligible participants and at the discretion of the MCCA.

- c. Appoint a representative (Chair, President, Lead, or Designated Member) to participate in MCCA's Professional Associations Leadership Alliance (PALA).
- d. Arrange for the Affinity Group representative to meet with the designated MCCA liaison at least once per year (July 1 – June 30) or when new leadership is identified.
- e. Update or confirm Representative to PALA's contact information annually.
- f. Share relevant and requested information with group members.
- g. Provide the MCCA with a list of group members when requested.
- h. Provide the MCCA with necessary information to update its website, including logo, statement of purpose, and contact information.
- i. Provide the MCCA an opportunity to meet with affinity group when requested.

4. **Term:** This MOU will commence on the effective date and will continue in effect until:

- a. The Affiliated Affinity Group disbands.
- b. The MOU is terminated.
 - i. Either party may choose to terminate the MOU with a 30 day notice.
 - ii. MCCA may terminate this MOU and suspend or cancel Affiliated Affinity Group benefits in the event that the Affiliated Affinity Group breaches the terms of this MOU; or commits an act, published content, speaks publicly, or otherwise behaves in a manner that, in the MCCA's sole discretion, would negatively affect the MCCA or the MCCA's reputation.

5. IN WITNESS WHERE OF, the parties have executed this MOU as the date first written above.

Michigan Community College Association

Michigan Occupational Deans
Administrative Council MODAC



Brandy Johnson, President

Mark Dunneback, Affinity Group Lead

01/10/2025
Date: _____

01/10/2025
Date: _____