

**Letter of Partnership  
Between  
Chabot College  
and  
California State University East Bay  
Math and Science Teacher Initiative**

**Introduction:**

California's economy depends upon having a good supply of mathematics and science graduates for the State's science and technology jobs. This supply requires high quality mathematics and science instruction in the elementary and secondary schools, which in turn, requires well prepared teachers in these critical subjects. Currently, the State of California is facing a critical shortage of qualified mathematics and science teachers. California State University East Bay (CSUEB) is helping to meet this need by training a significant number of the students in the state who earn a mathematics/science teaching credential. In order to increase even further the number of students pursuing a math or science credential the campus has an extensive outreach effort aimed at lower division and upper division science, mathematics and engineering majors

Approximately 70% of CSUEB's students transfer from local community colleges. The campus is committed to extending its outreach efforts to these students while they pursue their lower division education. In particular, an effective introduction to teaching is often through guided tutoring or other teaching experiences and other teaching career exploration activities. Since many of these students come from low income families, they need financial support for their participation in these experiences and activities. Consequently, the Math and Science Teacher Initiative (MSTI) of the California State University system, has created the Affiliate Scholars partnership program for community colleges, through which Teacher Recruitment Project funds may be used to provide payments to selected community college students (called Affiliate Scholars), for tutoring and other teaching career exploration activities. This Letter of Partnership sets forth the conditions of the Partnership, including the responsibilities for CSUEB and the Affiliate College.

**Term of the Partnership:**

This Letter of Partnership between Chabot College and CSU East Bay will establish an Affiliate Program for the period from **July 1, 2015 to August 30, 2020**. This agreement may be extended and/or modified by mutual agreement by the signing of a new Letter of Partnership. This agreement may also be terminated by either of the partners upon notice of 30 days.

### **Mutual Responsibilities:**

CSUEB and Chabot College agree that they will together:

- 1) Developing requirements for tutor training and/or educational course enrollments at Chabot College or co-enrollments at CSUEB or other institution
- 2) Developing criteria for selecting Affiliate Scholars
- 3) Developing a process for recruiting and selecting Affiliate Scholars
- 4) Developing placements for Affiliate Scholars with exemplary teachers in local school districts
- 5) Developing payment processes for Affiliate Scholars
- 6) Developing "math/science teaching as a career" presentations (in person and mediated) and other teaching career exploration activities
- 7) Developing articulated financial aid advisor/advising process for Affiliate Scholars
- 8) Conducting fundraising/grant writing, as appropriate, to provide additional funds for the Affiliate Scholars Program

### **California State University, East Bay Commits To:**

- 1) Providing a Liaison to assist in development of the Affiliate Program and in advising of Affiliate Scholars;
- 2) Providing clear directions and support for transfer for all Affiliate Scholars
- 3) Providing up to a total of \$12,000 per year; to be paid as follows:
  - ✚ \$11,500 (per year) for Affiliate Scholars for teacher assisting, tutoring and attending of mandatory meetings;
  - ✚ \$500 (per year) to Chabot College staff to administer the program.
- 5) Publicizing the Affiliate Program at Chabot College on websites and through other venues;
- 6) Developing a series of teaching career development and social programs at CSUEB to be attended by all Affiliate Scholars.

### **Chabot College Commits To:**

- 1) Providing an administrator/faculty/staff person as Director of the Affiliate Scholars program;
- 2) Providing opportunities for students to demonstrate interest and success in teaching through on-campus tutoring beginning in their first year of studies as a preliminary screening for potential Affiliate Scholars;
- 3) Exploring the establishment or continuance of appropriate education coursework at the College for potential pre-education students;
- 4) Providing access to student records (as per current law) to aid in identifying potential Affiliate Scholars;
- 5) Publicizing the Affiliate Program on College websites and through other venues.

**Reciprocal General Indemnity**

Each entity agrees to indemnify, defend and save harmless the other, its officers, agents and employees from any and all claims and losses accruing or resulting to any other person, firm or corporation furnishing or supplying work, service, materials or supplies in connection with the performance of this Contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation which may be injured or damaged in the performance of this Contract.

**CSUEB Contact Information:**

California State University East Bay  
Procurement Office, SA 2750 | 25800 Carlos Bee Boulevard | Hayward, CA 94541-3021  
Attn: Deborah Haynes | 510-885-3842 | [deborah.haynes@csueastbay.edu](mailto:deborah.haynes@csueastbay.edu)

California State University East Bay  
School of Science, 25800 Carlos Bee Boulevard | Hayward, CA 94541-3021  
Attn: Claudia Quezada | 510-885-3996 | [claudia.quezada@csueastbay.edu](mailto:claudia.quezada@csueastbay.edu)

**Chabot College Contact Information:**

Chabot-Las Positas Community College District, 7600 Dublin Blvd., 3rd Floor,  
Dublin, CA 94568 | Attn: Lorenzo Legaspi, Vice Chancellor of Business Services  
(925) 485-5203 | [LLegaspi@clpccd.org](mailto:LLegaspi@clpccd.org)

Chabot College – 25555 Hesperian Blvd, Hayward, CA 94545  
Attn: Donna Gibson, Chemistry Instructor Science & Math | 510-723-6895 |  
[dgibson@chabotcollege.edu](mailto:dgibson@chabotcollege.edu)

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties

\_\_\_\_\_  
Lorenzo Legaspi, Vice Chancellor of Business Services  
Chabot-Las Positas Community College District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deborah Haynes, Buyer III  
CSUEB - Procurement Office, SA 2750

\_\_\_\_\_  
Date