



logo other university

**MEMORANDUM OF COOPERATION**  
**BETWEEN**  
**THE UNIVERSITY OF THE AEGEAN**  
**AND**  
.....(*please specify*).....  
(*concerning type A' collaboration*)

The UNIVERSITY OF THE AEGEAN, with legal domicile at University Hill, Mytilene, Greece, represented by Prof. Chryssi Vitsilaki, Rector and .....(*please specify*)....., with legal domicile at ....., represented by ....., hereinafter referred to as Partner Institutions, concluded the present Memorandum of Cooperation, made as of this day the ..... of ....., 20....., with the primary aim of establishing a program of exchange and collaboration in areas of mutual interest.

**Commented [KE1]:** Όταν το άλλο μέλος δεν είναι Πανεπιστήμιο αλλά Ν.Π.Ι.Δ., ΜΚΟ, εταιρεία κλπ. θα πρέπει συγχρόνως με την αποστολή του σχεδίου να προσκομίζεται καταστατικό του άλλου φορέα σε ισχύ.

- a. The University of the Aegean (UAegean) was founded in 1984, as a network of "academic ports of study and research" which was successfully established in 6 campuses spread across the Aegean Archipelagos in a unique natural, cultural and human environment for someone to live. The headquarters and administration of the UAegean are located in Mytilene (the capital of Lesbos island), while its various departments are located in Mytilene, Chios (Chios Island), Karlovasi (Samos Island), Rhodes (Rhodes Island), Ermoupolis (Syros island) and Myrina (Lemnos Island). During its operation for 36 years, UAegean has evolved into an international research university offering undergraduate, graduate and doctoral programs, as well as many Lifelong Learning Programs and International Summer Schools, in contemporary interdisciplinary subject areas.
  - b. The ..... *description of the other institution* .....

**I. Purpose of cooperation**

The purpose of cooperation between these Partner Institutions is:

- to promote interest in teaching and research activities of the respective institutions
- to enhance the comprehension of the economic, cultural and social issues by both institutions involved
- to collaborate on joint research proposals funded by internal or external resources
- to promote faculty member, student and staff exchanges where feasible.

**Commented [KE2]:** please choose one or more of the categories or add another

## II. Areas of cooperation

In order to achieve these goals the Partner Institutions will seek opportunities for:

- promote exchanges between the institutions by inviting faculty members and staff of the partner institution to participate in a variety of teaching and/or research activities
- accept undergraduate, postgraduate and doctoral students of the partner institution for study and/or research. It is understood that the acceptance of any students will be in the discretion of the institution providing the learning experience, and that any visiting students will bear their own living expenses and will at all times, comply with the policies and regulations of the supervising school and community
- organize symposia, conferences, short courses and meetings on research issues
- implement joint research and lifelong learning educational programs
- exchange information on innovative teaching and administrative practices
- organise joint actions on environmental management

**Commented [KE3]:** please choose one or more of the categories or add another

## III. Implementation procedures

Each Partner Institution will appoint a coordinator in order to supervise and facilitate the implementation of this Memorandum and the development of future exchange programs.

The coordinators, working with other administrators and representatives from the departments of the respective universities wishing to participate in cooperation, will have the following responsibilities:

- to promote academic collaboration on both faculty and graduate student level for research and education
- to act as principal contact point for individual and group activities
- to plan and coordinate all activities for which, cooperation with the partner institution is desired
- to disseminate information about the ongoing activities and academic outcomes resulting from cooperative initiatives

- to provide access to facilities, research publications, library materials and educational resources of the partner institution
- if desirable, to evaluate regularly past activities and generate new ideas for future cooperation
- if necessary, to establish a working group consisting of representatives from faculties and departments in order to define the strategy for implementation of this Memorandum.

Coordinators on behalf of the two Institutions, shall be for the University of the Aegean Professor .... (name, title)..... and for the .....(please specify)..... Professor .... (name, title).....

The two coordinators will undertake the responsibility for monitoring this agreement.

#### **IV. Establishment of further cooperation**

This general Memorandum of Cooperation shall be identified as the parent document of any program executed by both parties. Further agreements concerning any program should provide details concerning the specific commitments made by each part and shall not be effective until they have been agreed upon in writing and executed by the duly authorized representatives of the respective institutions.

The scope of the activities under this agreement shall be determined by and subject to the funds available in both institutions. No specific financial commitment by either party is to be derived from this agreement. Nothing in this agreement prevents centers, laboratories or institutes from engaging in mutually beneficial projects and sharing the cost.

#### **V. Financial implications**

Each institution shall be responsible for expenses incurred by its employees under this agreement, unless otherwise specified in a subsequent agreement.

Funding and budgets for cooperative activities must be agreed upon by the parties involved, prior to their being accepted. Either party is not bound by any financial commitment without its prior written consent.

#### **VI. Duration /Withdrawal**

This Memorandum of Cooperation comes in force upon signing by both Partner Institutions and shall remain in effect for five (5) years, unless terminated earlier by either institution.

It is understood that this agreement may be renewed, amended or terminated by mutual written consent.

The institution wishing to terminate this current agreement must do so in writing giving at least a ninety (90) day advance notice. The acceptance of the termination of the agreement is based on mutual agreement of members actively involved in activities

associated with this agreement, in order to have the opportunity to finish the activities agreed upon, without any disadvantages. The termination will not be subject to penalty. If this agreement is terminated, neither the University of the Aegean nor the .....(*please specify*)..... shall be liable for any monetary or other losses which may incur.

## **VII. Ethical issues**

Written consent should be granted by both Partner Institutions if any party were to attempt to use the title: “Cooperating Institution”, “Affiliated Institution” or the name of any school, college or division thereof. The same procedure applies to the use of any logo, seal or insignia as part of a program, promotional material, brochure or website.

In addition, faculty members related to the current or any subsequent agreement are bound by the current academic practices associated to research and joint projects. In any case, when such an affiliation status is used, the coordinator must be notified in writing. Moreover, the researcher/faculty member must abide to the disciplinary and professional codes of ethics related to research. Furthermore, it is understood that neither institution is responsible for the content of any researcher’s work. Ideally, a copy of the completed work should be handed to the coordinator.

## **VIII. Protection of personal data**

The parties declare that they have been informed and agree that the provision, the collection or any other type of personal data processing will be performed exclusively for the purposes of the present agreement and will be limited to the agreement duration. As regards the processing of personal data, each party should comply with the national legislation as well as with the EU Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.

## **IX. Dispute Resolution**

Any dispute arising from this agreement shall be settled amicably and in good faith. If the dispute is not resolved in due time, the collaborating Universities will not be subject to penalty and the agreement will be terminated. If this agreement is terminated, neither the University of the Aegean nor the University of ..... (*please specify*)..... shall be liable for any monetary or other losses which may accrue.

## **X. Miscellaneous**

This Memorandum of Cooperation is made in 2 (two) copies in English. Each Partner Institution will receive one copy of the Memorandum. All signed copies have equal validity.

Additions and alterations to this Memorandum shall be executed with supplementary agreements signed by authorized representative of both Parties.

**Authorization for the execution of the Memorandum of Cooperation**

**WITNESSED BY:**

**For and on behalf of University of the Aegean**

*(Signature of Legal Representative)*

**Prof. Chryssi Vitsilaki, Rector**

*(Stamp of the Organisation)*

The Coordinator

Professor .....*(name, title)*.....

**For and on behalf of .....*(please specify)*.....**

*(Signature of Legal Representative)*

.....*(name)*.....

*(Stamp of the Organisation)*

The Coordinator

Professor .....*(name, title)*.....