



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 19-0432, **Version:** 1

- a. Approve and Authorize the Library Director or his/her Designee to enter a University-Organization Agreement with San Jose State University for a period of five years in order to offer official internships for its students, specifically students in Masters of Library and Information Science and Masters of Archives and Records Administration programs.
- b. Approve non- standard provisions contained in the University Organization Internship Agreement as recommended by the Library Director or his/her Designee.

RECOMMENDATION/SUMMARY:

- a. Approve and Authorize the Library Director or his/her Designee to enter a University-Organization Agreement with San Jose State University for a period of five years in order to offer official internships for its students, specifically students in Masters of Library and Information Science and Masters of Archives and Records Administration programs.
- b. Approve non- standard provisions contained in the University Organization Internship Agreement as recommended by the Library Director or his/her Designee.

DISCUSSION:

San Jose State University's Masters of Library and Information Science and Masters of Archives and Records Administration programs are the primary regional source of graduate-level training and certification for librarians and archivists. Many librarians and archivists working in the Monterey Bay Area have completed MLIS/MARA degrees from SJSU.

The University Organization Agreement (UOA) is a 5-year agreement required by SJSU in order to offer official internships for credit. MCFL cannot list internship opportunities with SJSU without a signed agreement on file. SJSU has approved amendments proposed to them by MCFL and Monterey County in order to comply with Monterey County requirements.

SJSU's MLIS/MARA program strongly promotes internships for all its students. These graduate school level interns represent a valuable potential resource for MCFL. MCFL has several current internship project opportunities in local history, archives and digital storytelling. Other internship areas may be developed in the future by MCFL. An internship agreement with SJSU would provide valuable learning opportunities for SJSU students living in the Monterey Bay Area, with coaching and supervision by MLIS/MARA-degreed MCFL staff. MCFL would benefit from the assistance and expertise developed by SJSU interns.

Currently, students can volunteer unofficially (which is the case for our current archives intern), but they will not receive credit and cannot list this experience as an official internship. An official internship agreement would provide MCFL the ability to advertise our internship possibilities through SJSU, which we cannot do at the present time. Doing this unofficially would limit our ability to advertise our internship possibilities through

SJSU.

OTHER AGENCY INVOLVEMENT:

County Counsel reviewed the contents of the Internship Agreement and cannot approve the non-standard provisions regarding insurance. The Library Director recommends approval of the non-standard provisions of the Internship Agreement. The agreement provides that students who participate in official internships at MCFL are covered by the CSU's Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP) and/or the Student Professional Liability Insurance Program (SPLIP). SAFECLIP and SPLIP provide indemnity, including legal defense costs for students, faculty, campus and Monterey County.

FINANCING:

The recommended approval of the Internship Agreement has no financial impact with the Library Budget nor the County General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The purpose of the Internship Agreement is to strengthen MCFL's volunteer program and get members of the communities engaged and involved so as to continue providing programs and services that enhance the lives of the communities MCFL serves.

- ☐ Economic Development
- ☐ Administration
- ☒ Health & Human Services
- ☐ Infrastructure
- ☐ Public Safety

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Approved by: Chris Ricker, Acting Library Director, (831)883-7567

Attachments:

University-Organization Agreement with San Jose State University