



SEPP PARTNER AGREEMENT The Sakai Educational Partners Program (hereinafter called the "Program") has been established by Indiana University, the Massachusetts Institute of Technology, Stanford University, and the University of Michigan at Ann Arbor (collectively referred to as "SEPP Core Institutions"). The University of Michigan will lead the Program.

_____ (hereinafter called "SEPP Partner")
agrees to participate in the Program as follows:

1. SEPP Partner agrees to pay an annual Partnership fee of \$10,000 to support to the Program. Such annual payment to be made upon execution of this Agreement and on the two subsequent anniversaries of the execution of this Agreement. Checks will be made payable to the "Regents of the University of Michigan" and sent to the Program Administrator designated below.
2. SEPP Partner agrees to participate in the Program for a minimum of 3 years beginning _____
3. SEPP Partner agrees to participate in the SEPP community as described in [Section 4 and 5](#) of Appendix A.
4. SEPP Partner will advise the Program Administrator in writing of the individual assigned as the designated representative to the Program.
5. SEPP Partner may consult with the Participating Universities and attend meetings related to the Program as described in [Section 4 and 5](#) of Appendix A.
6. SEPP Partner agrees to bear all costs associated with its participation in the Program as described in [Section 5](#) of Appendix A
7. SEPP Partner will receive access to the SEPP staff and the knowledgebase as described in [Section 3](#) of Appendix A. The SEPP Core Institutions reserve unlimited right to publish data, information, and theses developed in connection with this Program.
8. SEPP Partner understands that funds provided for the Program will be added to funds from other SEPP Partners and therefore no individual financial reports will be given to the SEPP Partner concerning the disposition of the funds provided by them.
9. This agreement may be renewed upon written mutual consent of the parties any time prior to the completion of the 3 year period.
10. This agreement may be terminated by the University of Michigan on behalf of the SEPP Core Institutions at any time upon thirty (30) days written notice to SEPP Partner. Financial obligations to the University of Michigan will be settled on a pro-rated basis with any excess prepayment returned to SEPP Partner
11. The Designated Program Administrator is: Lon Raley, Associate Director , Media Union, 2161 Bonisteel Blvd., Ann Arbor, MI 48019-2094, Ph. 734-763-3266, raleys@umich.edu.

APPROVED AND ACCEPTED FOR:

_____	_____	_____
(Authorized Representative of PARTNER) (Title)	(Phone)	(email)
_____	_____	
(Signature)	(Date)	

Appendix A

The Sakai Educational Partners Program (SEPP)

Section 1: Background

The Core Institutions, the universities developing the system called the Sakai Project, are the Indiana University system, the Massachusetts Institute of Technology, Stanford University, and the University of Michigan at Ann Arbor (which will lead the effort). In addition to these Sakai Core Institutions other educational institutions may join the Sakai Project as Sakai Educational Partners. Details regarding the Sakai Educational Partners Program (SEPP) are outlined below.

Section 2: SEPP Objectives

The objectives of the Sakai Educational Partners Program (SEPP) are to:

- actively develop a large, self-sustaining community of institutions that share the Sakai Project's open source vision for leveraging the economics and innovation of common academic software
- carry on a discussion of strategic directions for the Sakai Project as it emerges and evolves, focusing on the opportunities of open source, collaborative development of software in the higher education community
- establish and maintain a Sakai Project roadmap describing the timing and features for Sakai software releases so that partners can make local plans and commitments
- provide in depth developer and adopter training to the SEPP community
- develop a leveraged support infrastructure for cross-institutional Sakai Project knowledge in the form of a common (or locally implemented) knowledgebase, and helpdesk
- mobilize distributed resources for development and support of Sakai tools
- provide a marketplace for the sharing and exchange of Sakai-based tools/components (many of these may be discipline specific add-on tools, e.g., physics or foreign languages teaching tools) that will run in the Sakai framework
- coordinate activities with other organizations, such as IMS or country-level agencies
- build on the experiences of the JA-SIG/uPortal, CHEF, and OKI training and conferences, and to facilitate Sakai community sharing of best practices in development, implementation, and support.

Section 3: The SEPP Commitment:

SEPP, with direction from the Sakai Core Institutions, will provide the following services:

- Coordinate the larger community's engagement with the Sakai Project Core Institutions.
- Develop a plan for the maintenance of the Sakai community and Sakai work products after the initial, 2-year core development effort ends. To facilitate this, SEPP Partners will be progressively brought on to the Sakai Board.
- Release pre-public drafts of documents such as the Tool Portability Profile, and early releases of the evolving Sakai software, and provide early training opportunities for SEPP Partner developers and adopters.
- Provide access to the SEPP Community Liaison who will coordinate all partner communications for the SEPP and visit local partner sites as needed.
- Provide access to the SEPP technical staff.
- Manage and maintain a SEPP community knowledgebase to provide Partners with timely information on the Sakai Project and activities at other Partner sites, and to leverage shared economies in Sakai user support.
- Offer further benefits as they are developed

Section 4: Semi-Annual Meetings

SEPP Meetings:

The semi-annual SEPP meetings will have a technical track for training software developers/implementers and an administrative track for Sakai strategy and user support. SEPP Partners will be allowed to send two developers to each meeting for formal training in the Sakai Tool Portability Profile by the lead technical staff of the Sakai Project. The focus will be on writing tools for inter-operability and understanding the Sakai tools for local integration. SEPP Partners may also send representatives as participants for the administrative track. The SEPP meetings will also provide an opportunity to understand the portfolio of Sakai work underway at SEPP Partner institutions to aid in tool sharing and planning for local needs.

Section 5: Partner Commitment

SEPP Partners will make the attempt to:

- Participate fully in SEPP meetings and activities, covering travel expenses
- Designate a project point person to communicate with the SEPP Community Liaison
- Participate in the SEPP community through providing constructive and timely feedback for the institutions involved in development
- Actively direct and shape the community to meet the needs of partner and core institutions
- Act as advocates for the Sakai Project within their respective institutions
- Provide timely feedback to the Sakai Community Liaison on Sakai-related activities