

MEMORANDUM OF UNDERSTANDING

This Agreement (Agreement) is entered into as of this the 9th day of September, 2021 by and between the Metropolitan Nashville Police (MNP), and Trevecca Nazarene University (TNU), a private institution of higher education (collectively “the Parties” and each a “Party”).

In consideration of the terms and respective obligations contained in this Agreement, the Parties agree as follows:

1. Term. This agreement shall be in effect for the academic calendar year starting in the fall semester of 2021 and renewable every year thereafter.
2. Termination. Either party may terminate this agreement upon at least 60 days written notice prior to the beginning of a new academic calendar year.
3. TNU. TNU agrees to provide the following:
 - A. To make available criminal justice students eligible to enroll and participate in the Metropolitan Nashville Police Department and Trevecca Nazarene University Criminal Justice Department Internship Program, in accordance with the attached document outlining the Internship Program
4. MNP. MNP agrees to provide the following:
 - A. MNP will provide a minimum of ten internship positions to qualified students per semester in various locations throughout the police department, for the students to participate in the Metropolitan Nashville Police Department and Trevecca Nazarene University Criminal Justice Department Internship Program, in accordance with the attached document outlining the Internship Program
5. Cooperation. At all times, the Parties shall fully cooperate as to the implementation of this agreement.
6. Independence. Each of the Parties acknowledges and agrees that it is independent of the other and DOES NOT have the authority to bind or commit the other party in any way or to incur any obligation on the other’s behalf. This Agreement should not be interpreted as creating an agency or employment relationship between the parties. Each party shall be responsible for any personal injury or property damage or loss resulting from its own negligence.
7. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.
8. Notices. Notices and other formal communications permitted or required to be given under this Agreement shall be in writing and shall be sent to the address set forth below, or at such other address as later supplied in writing by the Party:

If to:
Trevecca Nazarene University
333 Murfreesboro Pike

Nashville, TN 37210
Attn: Dr. Craig A. Bishop (Director – Criminal Justice Studies Program)

If to:
Metropolitan Nashville Police Department
600 Murfreesboro Pike
Nashville, TN 37210
Attn: Background and Recruitment Director

9. Integration, Amendment, and Severability. This Agreement contains the entire agreement between the Parties relating to this subject matter. Any change or modification to this Agreement shall be in a writing signed by both of the Parties to this agreement and referring back to this Agreement. If any term or provision of this Agreement is held to be indefinite, invalid, or otherwise unenforceable, the Parties agree that the entire Agreement shall not fail, and the balance of the Agreement shall continue in full force and effect. The Parties agree that this Agreement shall be construed as a mutually drafted Agreement.
10. Counterparts. The Parties may execute this Agreement in counterparts, each of which constitutes an original, and all of which constitute only one Agreement. The signature of both of the Parties need not appear on the same counterpart. Delivery of an executed counterpart signature page may be made electronically and/or delivery of all pages of the Agreement along with the executed counterpart signature page.

IN WITNESS WHEREOF, the Parties hereto have executed this Memorandum of Understanding by and between Trevecca Nazarene University and the Metropolitan Nashville Police Department in consideration of the mutual promises contained herein. This Memorandum of Understanding shall be effective after it has been approved by the Metropolitan Council and Filed with the Metro Clerk.

By *Don L. Boone*
President, Trevecca Nazarene University

By *J. C. [Signature]*
Chief, Metropolitan Nashville Police
Department

Date 09/08/2021

Date 10-20-21

Metropolitan Nashville Police Department & Trevecca Nazarene University Criminal Justice Studies Department Internship Program

It is the intention of the Metropolitan Police Department (MNPD) to partner with the Criminal Justice Studies Department of Trevecca Nazarene University in an effort to provide career opportunities to qualified students. On April 1, 1963, the city of Nashville and Davidson County became a unified (metropolitan) government. The Metro Charter designated the police department, rather than the sheriff, as the chief law enforcement agency for Nashville and Davidson County. Trevecca Nazarene University (TNU) is a private university located in Nashville, Tennessee, and it is authorized to grant undergraduate and graduate degrees in various academic disciplines.

MNPD Internship Program

Mission Statement

It is the mission of the Metropolitan Nashville Police Department's Internship Program to offer college students, who are interested in a law enforcement career, an enlightening, rewarding, and educational experience with college credits. The amount of college credit will be determined by TNU.

Purpose Statement

The main objective of the internship program is to provide an opportunity for students to have firsthand experience in the law enforcement profession while providing a meaningful educational experience.

Overview

The MNPD internship offers students an opportunity to observe and work in various units within the police department. The MNPD is uniquely positioned to provide experience in the career of law enforcement. Students who participate and progress in the MNPD internship program will be provided an opportunity to apply for Police Officer Trainee. Qualified students electing to pursue employment with MNPD will be assigned an MNPD Recruitment Officer to guide them through the application process.

Length of Internship

Internships will be offered during the fall, spring, and summer semesters. MNPD Internships will take place during the student's last semester of TNU.

Qualifications

A background investigation will be conducted on **ALL** intern applicants. Some of the qualifications for an internship position with MNPD include that the applicant:

- Must be at least 18 years of age;
- Must receive college credit
- Have not been convicted of or pleaded guilty to or entered a plea of nolo contendere to any felony charge or to any violations of any federal or state laws or city ordinances relating to force, violence, theft, dishonesty, gambling, liquor or controlled substance;

- Honorable discharge from Military Service (if applicable);
- No sale of any drugs; and,
- No pattern of abuse of legal or legend drugs (including steroids).

Internship Application Process

All applicants must initially contact their University's internship coordinator or advisor to ensure all school requirements have been met, the student is in good standing with the University, and eligible for the internship. An official document from TNU stating eligibility and the hours needed to fulfill the internship must be submitted with the student's application. Application packets are to be mailed to:

Metropolitan Nashville Police Department
 Recruitment Unit
 Attn: Internship Coordinator
 1417 Murfreesboro Pike
 Nashville, TN 37217

Internship Selection Process

1. Application Packet Submission (to include transcript and an official letter from the TNU internship coordinator or advisor);
2. Background Investigation conducted by MNPDP;
3. Interview;
4. Fingerprint submission;
5. Acceptance or Denial to the program.

Length of Internship

Internships will be for one full semester and be offered during the fall, spring, and summer. MNPDP Internships will take place during the student's last semester of TNU.

- Summer Session: June 4-August 17 (Applications will be accepted February 1-April 30);
- Fall Session: September 10-December 14 (Applications will be accepted May 1-July 31);
- Spring Session: January 16-April 20 (Applications will be accepted September 1-November 31).

Compensation / Wages

Interns will NOT receive any monetary compensation or be eligible for any employee benefits offered through the Metropolitan Government. All students must pay for their own tuition and housing expenses.

MNPD Pre-Employment Process

Eligible and qualified students participating and progressing in the MNPD internship program may be considered for employment as a Police Officer Trainee. The application process for employment with MNPD as a Police Officer Trainee includes the following steps:

- Application;
- Personal History Statement;
- Physical Agility Testing;
- Written Civil Service Test;
- Structured Oral Interview;
- Psychological Testing;
- Fitness for Duty Medical Testing;
- CVSA (polygraph) Testing;