

DRAFT – DO NOT DISTRIBUTE

Association of Black Women Historians (ABWH)

Association for the Study of African American Life and History (ASALH)

Memorandum of Understanding (MOU)

This memorandum of understanding (MOU) outlines the basic agreement between the Association of Black Women Historians (ABWH) and the Association for the Study of African American Life and History (ASALH). Although the longstanding partners have enjoyed decades of collaboration, the intent of this MOU is to guide representatives of both organizations in our quest for a more sustainable and mutually beneficial partnership.

The fundamental aspect of this partnership is ABWH attendance at the ASALH Annual Convention. Details of the agreements include:

- **Agreement 1: BUSINESS MEETING.** The ABWH bylaws indicate the annual Business Meeting will be held at the ASALH convention. The ABWH Vice Director will confirm the need for a room for a business meeting by communicating with the ASALH Executive Director (with a copy to the ABWH Director). In addition to this direct communication, the ABWH Business Meeting will be submitted via the online portal (All Academic). Notification and online submission should indicate AV needs and will be conveyed by the ASALH Early Bird Deadline.
- **Agreement 2: ABWH PANEL SUBMISSIONS.** In addition to the Annual Business Meeting, ABWH will encourage and identify ABWH concurrent sessions through the online portal (All Academic). To facilitate this process, the Vice Director will work with the Membership Director to encourage ABWH members to self-identify as ABWH members. This will allow the ASALH program conference organizers to schedule ABWH concurrent sessions and sessions with ABWH members around the ABWH business meeting and ABWH events.
- **Agreement 3: ABWH FUNCTIONS.** If ABWH wishes to host a luncheon, meal function, or reception at the ASALH host hotel, the Vice Director (with a copy to the ABWH Director) will inform the ASALH Executive Director. If ABWH wishes to host a luncheon, meal function, or reception at another location during the ASALH annual meeting, the Vice Director (with a copy to the ABWH Director) will inform the ASALH Executive Director.

DRAFT – DO NOT DISTRIBUTE

- **Agreement 4: ACADEMIC PROGRAM COMMITTEE.** ABWH will seek to place two members on the Academic Program Committee to facilitate communication about the Annual Convention.
- **Agreement 5: COLLABORATIVE INITIATIVES.** ABWH leaders and membership will seek to partner with ASALH where possible. Initiatives include partnerships with the National Park Service and the ASALH speakers Bureau are sample opportunities where individual ABWH members might strengthen this partnership where interest and schedules permit.

The agreements below have been reviewed and approved by the Executive Council of both organizations, thus the signed agreement is between the organizations, not the individual signatories.

ABWH Director

ASALH Executive Director

Date

Date