

# MEMORANDUM OF UNDERSTANDING

BETWEEN

**Northwestern State University**

AND

**North Louisiana Criminalistics Laboratory**

This Memorandum of Understanding (the "MOU") is entered into on this 15<sup>th</sup> day of January, 2025, by and between:

North Louisiana Criminalistics Laboratory (NLCL) 1630 Tulane Ave. Shreveport, LA 71103

(referred to as "NLCL")

And

Northwestern State University of Louisiana (NSU) 175 Sam Sibley Drive Natchitoches, LA 71497

(referred to as "NSU")

WHEREAS NLCL agrees to have its designated facility participate with NSU Department of Physical Sciences and Department of Biology and Microbiology to provide internship for students in either forensic laboratory science or forensic investigation degree programs.

WHEREAS, NSU will ensure students meet the educational and professional requirements set forth by NLCL prior to accepting students into their programs.

WHEREAS, NLCL and NSU understand and agree that internships:

1. Provide an integral part of the curriculum for students in their respective programs and serves to provide the student with hands-on experience.
2. This part of the student's total training should include an opportunity to perform various professional skills and tasks of competence under supervision.
3. While NLCL retains the ultimate responsibility for the internship, NSU will ensure that students meet any educational or professional standards that are required by NLCL prior to the students' start time.

It is Agreed between the parties hereto that:

1. Generally:
  - a. The term agreement shall begin on the date of execution and shall continue until either NSU or NLCL notifies the other in writing of its intent to terminate the agreement. Both parties consent to provide at least sixty (60) days written notice of such intent.
  - b. Neither NSU or NLCL will deny a student an internship or subject a student to different treatment on the basis of race, color, creed, age, national origin, religion, or sex, except as

provided by Law, nor shall they discriminate because of such handicaps as are covered under Section 504 of the Rehabilitation Act of 1973.

- c. While participating in the internship, students shall be subject to all regulations, policies, and procedures of NLCL.
- d. Students shall be at the designated NLCL facility as required to fulfill their internship rotation on a mutually agreed schedule between the student and NLCL.
- e. NSU and NLCL will direct its students and faculty not to disclose any confidential business or information connected to NLCL, NLCL facility, or any of its cases.
- f. The NLCL facility retains the right to deny access to any NSU faculty or student whose performance and/or conduct are deemed to be detrimental to NLCL, or whom NLCL considers to be failing to meet its professional standards.

2. SPECIFICALLY, the college agrees to:

- a. To assume full responsibility for planning and execution of an educational program in forensic laboratory science and forensic investigation, including programming, administration, curriculum content, faculty appointments, faculty administration, and requirements for matriculation, promotion, and graduation.
- b. To require students to comply with all rules, regulations, policies, procedures and directions of NLCL.
- c. When applicable, to require students to provide reasonable health related information as NLCL requires.

3. OTHER RESPONSIBILITIES AND ADDITIONAL TERMS:

- a. The length of the instructional period will be determined by NLCL.
- b. The number of participating students will be determined by the availability of positions at NLCL as well as the number of qualified students from NSU.
- c. Notice to parties. Any notice or request pertaining to this agreement should be duly given to the following parties:

If to NCLC

Dr. Joseph O. Jones  
System Director.  
North Louisiana Crime Lab  
1630 Tulane Ave.  
Shreveport, LA 71103

If to NSU:

Dr. Christopher N. Lyles  
Northwestern State University  
School of STEM  
221 Fournet Hall  
Natchitoches, LA 71497

Signed:

Northwestern State University (NSU) of Louisiana

Name: James T. Genovese

Title: President

Signature: James T. Genovese / HW Digitally signed by James T. Genovese / HW  
Date: 2025.01.15 15:10:28 -06'00'

North Louisiana Criminalistics Laboratory (NLCL)

Name: Joseph O. Jones, PhD

Title: System Director

Signature: \_\_\_\_\_