

MEMORANDUM OF UNDERSTANDING (MOU)

**Between
(Central Washington University)
And
(The Kabob House)**

Purpose and Scope

The purpose of this MOU is to document an agreement between Dr. Trumpy, my team, and the owner of the Kabob house. This MOU will assist in complying with the requirements of ADMG 471. We are attempting to do an organization assessment and then develop a change plan, with two interviews, followed by the proposed change plan.

Duration or Term of Memorandum and Termination Process

Since there will be meetings between the owner of the Kabob House, and my team, the organizational assessment will begin on May 4th and end on May 24th.

Deliverables

We (ADMG 471) promise to submit two drafts to the principle. The first draft will be the organizational assessment, and the second draft will be the proposed change plan. We will also need to conduct two interviews during this process. One interview will be with the owner of the Kabob House, and the second interview will be with one of the managers of the Kabob House. When the organizational assessment is complete, and the proposed change plan is in, we will need the principle to give us critical feedback of our work.

Meeting Dates

May 17th: Perform the first interview with the owner of the Kabob House (time to be determined)

May 18th: Perform the second interview with one of the Managers from the Kabob House (time to be determined)

May 20th: My team will submit the proposed change plan to the owner of the Kabob House (time to be determined)

May 24th: My team will meet with the owner of the Kabob House to receive critical feedback about our proposed change plan (time to be determined)

Financial Considerations

This organizational assessment is strictly for academic learning and meeting the requirements for ADMG 471. Since this is an academic project, there will be no financial transactions.

Confidentiality

The organizational assessment, the two interviews, and the proposed change plan will all be kept confidential between the owner of the Kabob House, The Manager of the Kabob House, my team, and Dr. Trumpy (Professor, Central Washington University).