



## DEPARTMENT OF DEFENSE

DEFENSE ACQUISITION UNIVERSITY  
DAU WEST REGION  
33000 NIXIE WAY, BLDG 50, STE 352  
SAN DIEGO, CA 92147-5117

### MEMORANDUM OF UNDERSTANDING BETWEEN UNIVERSITY OF CALIFORNIA, LOS ANGELES EXTENSION AND DEFENSE ACQUISITION UNIVERSITY

1. We, the undersigned, hereby agree and affirm the establishment of a cooperation/articulation agreement between the Defense Acquisition University (DAU) and University of California, Los Angeles Extension (UCLA), to offer enhanced opportunities for members of the DoD Acquisition, Technology and Logistics (AT&L) Workforce to participate in the following UCLA certificate programs: (1) Certificate in Manufacturing Engineering, (2) Professional Designation in Government Contract Management, (3) Professional Designation in Government Cost Estimating and Pricing, (4) Professional Designation in Purchasing and Materiel Management . The UCLA certificate programs will be subject to the following terms and conditions:

- a. As approved by UCLA advisors, UCLA will apply the education, training, and experience that members of the DoD AT&L workforce received in pursuit of various DAU levels of certification in at least one of the Defense Acquisition Workforce Improvement Act (DAWIA) career fields toward the UCLA certificate programs in Manufacturing Engineering, Government Contract Management, Government Cost Estimating and Pricing, and Purchasing and Materiel Management.
- b. The DoD AT&L workforce member must meet all the UCLA admission requirements for the respective certificate programs as specified in the UCLA catalog in effect at the time of admission and have at least Level I or Level II Certification in at least one DAWIA career field and/or approval by DAU.
- c. Certificate Program Completion Requirements: Each DoD AT&L workforce member must complete the required number of courses and hours for the respective program with a grade of "C" or better. The program of study is outlined in the current UCLA Extension catalog, which is also available on the World Wide Web ([www.uclaextension.org](http://www.uclaextension.org)).
  - (1) No minimum certification is required for admission to the certificate programs. DAU courses recommended for credit by the American Council on Education may be used to meet some of the UCLA requirements. (See the addendum for specific courses and programs.) No more than two DAU courses may be substituted for required or elective courses in the certificate programs as specified in the UCLA Extension catalog.
  - (2) Courses leading to the certificates in Manufacturing Engineering, Government Contract Management, Government Cost Estimating and Pricing, or Purchasing and

Material Management are offered on the UCLA campus and at UCLA Extension Metro Centers and may be offered, if demand warrants, at other locations approved by UCLA.

- d. All certificate programs will be conducted at no cost to the Government, other than partial or full tuition and candidacy fee assistance for fully funded students.
- e. Under this agreement, UCLA will:
  - (1) Provide administrative support services to include counseling and assistance to students desiring to enter the program.
  - (2) Provide DAU with information as required for planning, conducting, and reporting of DAU's operation.
  - (3) Provide qualified and experienced instructors to conduct the courses. Qualified DAU instructors may be used where appropriate to assist the UCLA lead instructors in the certificate program for specialized topics at UCLA's expense.
  - (4) Award credit to any student registered with UCLA for that purpose who successfully completes all requirements for a course.
  - (5) Render a report showing the final grade assigned, at no charge, to each student enrolled in a course.
- f. Under this agreement, the DAU will:
  - (1) Assist with outreach and communications promoting the certificate programs, advise students, and provide UCLA with suggestions for adjusting content of academic courses to meet the changing needs of the programs and the DoD AT&L workforce educational requirements.
  - (2) Provide copies of student transcripts for DAU courses. Students applying for the certificate programs will coordinate delivery to UCLA of proof of their DAWIA level of certification furnished from their Defense Acquisition Career Manager or other appropriate Defense agency or official.

2. Both parties to this agreement intend to conduct the certificate programs on a continuing basis, subject to at least an annual review of academic matters, and subject to sufficient student participation. All academic policies and regulations of UCLA Extension are understood to apply to this program.

3. Either party reserves the right to terminate, without liability, the professional certificate programs when the interest of that party so dictates. Every effort will be made by either party to give 90-days notice prior to effective date of termination. Credits awarded to the point immediately preceding termination will be considered UCLA units. UCLA understands that the DAU support described in paragraph 1f of this agreement is provided with no guarantee of continuation of that support.

4. The parties hereto agree, understand, and acknowledge that this agreement shall be without cost or liability to the U.S. Government.

By: Andy A. Zaleski  
Andy A. Zaleski  
Dean, DAU West  
Defense Acquisition University

By: Frank E. Burris  
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28 Jan 04  
(DATE)

1/28/04  
(DATE)

## CERTIFICATE IN MANUFACTURING ENGINEERING (CF 011)

The Certificate in Manufacturing Engineering (CF 011) is an eight-course program. Manufacturing engineering is the application of science and mathematics to efficiently convert raw materials into manufactured products according to an organized plan and in response to market demands. This certificate program provides students with a solid foundation in the field using a practical approach that will develop their ability to apply current principles and practices in the manufacturing work environment.

### Program Requirements:

A grade of “C” or better is required in four core courses and four electives. An application for Candidacy and the required processing fee must be submitted prior to completing the third course in the program. ***This program must be completed in five years.***

### Required Core Courses:

- X 428.10 Statistical Process Control in Manufacturing
- X 428.64 Managing Technical Teams
- X 428.66 Manufacturing Engineering Project Management
- X 428.67 World-Class Manufacturing Principles: The Tools for Excellence

### Elective Courses (4 Required):

- X 428.2 Manufacturing Engineering Tool Design
- X 428.35 Regulatory Compliance in Manufacturing
- X 428.5 Information Technologies in Manufacturing
- X 428.60 ISO 9000: Achieving a Competitive Edge
- X 428.61 Rapid Prototyping and Manufacturing: Accelerating Product Development
- X 428.63 Principles of Operations Management
- X 428.65 Product Design for Manufacturability
- X 428.68 Lean Operations
- X 428.69 Six-Sigma Green Belt
- X428.70 Six Sigma Black Belt

\*\*\*DAU courses with Acquisition (ACQ) and Production Quality Manufacturing (PQM) prefix with a designated specialty and approved by ACE for lower or upper-division credits may be used for selected topic courses with advisor approval. Not more than two (2) DAU ACE approved courses may be used toward this certificate.

# PROFESSIONAL DESIGNATION IN GOVERNMENT CONTRACT MANAGEMENT (CF 145)

The Professional Designation in Government Contract Management (CF 145) is an eight-course program with five required courses and three electives. The Program is offered in cooperation with the Los Angeles-South Bay Chapter of the National Contract Management Association (NCMA).

## Program Requirements:

A grade of “C” or better is required in five core courses and three electives. An application for Candidacy and the required processing fee must be submitted prior to the completing the third course in the program. *This program must be completed in five years.*

## Required Core Course:

- X 408.1 Elements of Government Contract Administration
- X 408.4 Legal Aspects of Government Contracts and Subcontracts
- X 408.7 Types, Application, and Structuring of Contracts
- X 408.8 Financial Management of Government Contracts
- X 408.9 Managing the Contract

## Electives (3 Required):

- X 408.2 Government Contract Accounting
- X 408.3 Government Contract Pricing
- X 408.5 Negotiation Principles and Techniques
- X 408.6 Proposal Preparation and New Business Acquisition
- X 408.61 International Business Contracting
- X 408.7 Federal Acquisition Regulations (FAR)

\*\*\*DAU courses with Acquisition (ACQ) and Contracts Management (CON) prefix with a designated specialty and approved by ACE for lower or upper-division credits may be used for selected topic courses with advisor approval. Not more than two (2) DAU ACE approved courses may be used toward this certificate.

## **PROFESSIONAL DESIGNATION IN GOVERNMENT COST ESTIMATING AND PRICING (CF 361)**

The Professional Designation in Government Cost Estimating and Pricing (CF 361) is a six-course program with all six courses required.

### Program Requirements:

A grade of "C" or better is required in six required courses. An application for Candidacy and the required processing fee must be submitted prior to completing the third course in the program. ***This program must be completed in five years.***

### Required Courses:

- X 442.11 Government Acquisition Process
- X 442.12 Proposal Planning
- X 442.13 Principles of Cost Estimating
- X 442.14 Cost/Price Analysis
- X 442.15 Compliance
- X 442.16 Pricing and Proposal Development

\*\*\*DAU courses with Acquisition (ACQ) and Business Cost and Financial Management (BCF) prefix with a designated specialty and approved by ACE for lower or upper-division credits may be used for selected topic courses with advisor approval. Not more than one (1) DAU ACE approved course may be used for this certificate.

## PROFESSIONAL DESIGNATION IN PURCHASING AND MATERIEL MANAGEMENT (CF 146)

The Professional Designation in Purchasing and Materiel Management (CF 146) is a nine-course program. This certificate program is offered in cooperation with the Los Angeles Chapter of the Institute for Supply Management (ISM-LA) and California Association of Public Purchasing Officers (CAPPO). Note: Some of the courses may be used in acquiring points toward achieving Accredited Purchasing Professional (APP) and Certified Purchasing Manager (CPM) Certifications.

### Program Requirements:

A grade of "C" or better is required in eight required courses. An application for Candidacy and the required processing fee must be submitted prior to the completing the third course in the program. ***This program must be completed in five years.***

### Required Courses:

- X 408.4 Legal Aspects of Government Contracts and Subcontracts
- X 445 Fundamental of Purchasing and Materiel Management
- X 445.1 Advanced Purchasing
- X 445.4 Supply Chain Analysis and Compliance
- X 445.5 Legal Aspects of Purchasing
- X 445.6 Negotiations for Purchasing
- X 445.61 International Purchasing
- X 445.7 Federal Acquisition Regulations (FAR)

\*\*\*DAU courses with Contract Management (CON) prefix with a designated specialty and approved by ACE for lower or upper-division credits may be used for selected topic courses with advisor approval. Not more than two (2) DAU ACE approved courses may be used for this certificate.