



தமிழ்நாடு தமில்நாடு TAMILNADU 22377
14 AUG 2019

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K. Rajagopal
83, 8th Street
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MEMORANDUM OF UNDERSTANDING (MoU)

BETWEEN

Sadakathullah Appa College (Autonomous)

and

Annai Hajira Women's College

For

Paramarsh

UGC Scheme For Mentoring

NAAC Accreditation Aspirant Institutions

To Promote Quality Assurance in Higher Education

This Memorandum of Understanding (MoU) is effective as of **23.08.2019** to establish an affiliation by and between Sadakathullah Appa College, Tirunelveli, having been identified by NAAC as a Mentor Institution to offer mentoring services to non-accredited institutions in the geographic vicinity, referred to as SAC, of the FIRST PART

and

Annai Hajira Women's College located at Melapalayam, an institution offering higher learning, referred to as AHCW, of the SECOND PART for the purpose of Training of faculty and staff for proper processes, documentation, presentation, sharing of knowledge, information, research collaboration, resources and to adopt best practices.

Preamble:

WHEREAS, SAC and AHCW have many shared interests in offering Quality Higher Education, considerable advantage and benefits may be gained from their collaborative pursuit in imparting Quality Higher Education.

Article 1: Objectives

Both the Institutes agree to develop the following collaborative activities in the academic areas of mutual interest on a basis of equality and reciprocity.

The two institutes shall seek to promote:

- i. Objectives set for improving the overall quality of the concerned institutions in conformance with "Paramarsh" an initiative for mentoring the non-accredited institutions.
- ii. The Scheme through a "Hub & Spoke" (H & S Model) where in the mentor institution called the "Hub" is centralized and will have the responsibility of guiding the Mentee institution through the secondary branches, the "spoke" which are the additional services provided to the mentee for self improvement which allows centralized control over operational efficiency and resource utilization to attain overall development for the mentee institution.

Article 2 : MENTEE BENEFITS

- i. Brings about enhancement in the overall quality of the mentee institution.
- ii. Enhances the profile of the mentee institution as a result of improved quality of research, teaching and learning methodologies.
- iii. Receives support in the Professional Development of Academics.
- iv. Gets increased exposure and quickens adaption to the best practices.
- v. Advantage point in NAAC Accreditation and NIRF Ranking.

Article 3 : MENTOR BENEFITS

- i. Additional learning acquired from experience.
- ii. Intellectual challenge of working in different environment.
- iii. Opportunities for increased collaboration.
- iv. Satisfaction of helping other institutions and see them succeed.

Article 4 : SALIENT FEATURES

- The mentor institution should identify the potential areas of improvement in assessment criteria for accreditation in individual mentee institutions *eg.* Curricular Aspects, Teaching, Learning & Evaluation, Research, Innovations & Extension, Institutional Values & Best Practices *etc.* Further, the mentor institution can guide the mentee institution to focus and guide their application procedure at different stages.
- Mentoring shall be imparted through the Internal Quality Assurance Cell (IQAC) of the Mentor Institutions, which shall be primarily responsible for the implementation of the programme.
- The IQAC creates a Standing Committee where expertise can be pooled from multiple sources. The Committee shall work under the stewardship of an Accreditation Ambassador (AA) who could be provided a fellowship on the lines of Emeritus Fellowship.

- The IQAC is expected to identify the participating institutions (Mentee) for mentoring them to get accreditation.
- The participating institutions are required to nominate fulltime faculty members (one from each participating institutions) as the Coordinator of the project.
- A detailed framework for the proposed accreditation mentorship along with targets and timelines shall be prepared.
- An implementation plan should be developed with clear timeline and schedule for monitoring of progress.
- Execution of the implementation plan may include various activities like mentor-mentee meetings, developing strategies, defining goals and deliverables.
- A manual to guide the institution to prepare for accreditation may be developed.
- The mentee Institutions may undergo the complete Accreditation process with the help of Mentor institution in order to prepare them for the actual NAAC assessment process.

Article 5 : DURATION

Duration of the MoU shall be of one year which may be extended up to one more year.

Article 6: COORDINATION

The Mentor Institution through its IQAC shall identify the potential areas of improvement in assessment criteria i.e. Curricular Aspects, Teaching Learning & Evaluation, Research, Innovation & Extension, Best Practices so on and so forth. Further the mentor institution can guide the mentee institution to focus and guide their application procedure at different stages.

The Mentee Institution through its IQAC may undergo the complete Accreditation process with the help of the Mentor Institution in order to prepare themselves for the actual NAAC Assessment process.

The IQAC creates a Standing Committee where expertise can be pooled from multiple sources. The Committee shall work under the stewardship of an Accreditation Ambassador (AA) who could be provided a fellowship on the lines of Emeritus Fellowship.

Article 7 : TERMINATION

Either institution may terminate the MoU by giving written notice of six months in advance to other institution. Once terminated, neither SAC nor AHCW will be responsible for any losses, financial or otherwise, which the other institutions may suffer. However, SAC and AHCW will ensure that the provisions of this progress until their completion.

Article 8 : AMENDMENTS

The MoU may be amended or modified by a written agreement signed by the representatives of both institutions.

Article 9 : LEGAL EFFECT

Nothing in this MoU shall be construed as creating any legal relationship between the institutions. This MoU is a statement of intent to foster genuine and mutually beneficial collaboration.

Article 10 : DISPUTE RESOLUTION

In the event of a dispute relating to any aspect of academic co-operation SAC and AHCW will jointly resolve the dispute in a spirit of mutual respect and shared responsibility.

SAC and AHCW welcome the establishment of this Memorandum for co-operation and jointly agree to the provisions as set out above.

Signed for SAC

[Handwritten signature]
Principal
Date : 22/8/15

PRINCIPAL
SADAKATHULLAH APPA COLLEGE
RAHMATH NAGAR, TIRUNELVELI-11
Seal



Signed for AHCW

[Handwritten signature]
Joint Director/ Principal / Director
Date : 22/08/15

PRINCIPAL
ANNAI HAJIRA WOMEN'S COLLEGE
MELAPALAYAM.

Seal

