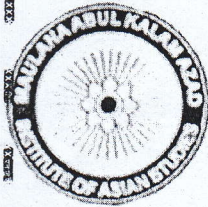




পশ্চিমবঙ্গ পশ্চিম বঙ্গাল WEST BENGAL

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**Memorandum of Understanding for Academic and  
Research Cooperation between**



**Maulana Abul Kalam Azad Institute of  
Asian Studies**

*An Autonomous Body under Ministry of Culture, Government of India*

IB- 166, Sector-III, Salt Lake, Kolkata 700106, West Bengal

&

**Tezpur University**

A Central University, Napaam, Tezpur, Sonitpur, Assam- 784028

The Maulana Abul Kalam Azad Institute of Asian Studies (hereinafter MAKAIAS), Kolkata, West Bengal, and the Tezpur University (hereinafter TU), Tezpur, Assam are entered into a Memorandum of understanding (MoU) on 20/03/2014 with understanding of some common goals related to research activities in the area of social science research and seek to develop



collaborations and exchanges between themselves in the areas of shared interest and expertise. The activities accepted under this Memorandum of Understanding (MoU) are based on a spirit of cooperation and reciprocity so as to be of mutual benefit to both the parties.

**1. Purpose:**

1.1 This Memorandum of Understanding (MoU) serves as a written understanding of mutually agreed principles, between the MAKAIAS and the TU to guide the academic and research activities between two institutions.

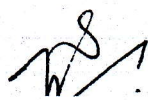
1.2 The general purpose of this collaboration is to stimulate and provide research opportunity to the post graduate, MPhil & PhD students, and also other senior researchers in increasing the effectiveness in social science research on North-east India and its neighbourhoods and also jointly organize seminars, conferences, and academic workshops on topics of mutual interests and publish books, monographs, seminar and workshop volumes, etc. and disseminate knowledge. [A draft of the proposed activities for the first year is given in Annexure-1].

1.3 The specific purpose of this collaboration is to set up one **Maulana Azad Centre for Research on North-east India** at TU, which will function as a nodal centre for coordinating the research activities in Assam state on North-east India & its neighbourhoods funded by the MAKAIAS and maintain a close collaborative relation with the MAKAIAS, Kolkata, West Bengal.

**2. The authorities and responsibilities:**

2.1 On behalf of the MAKAIAS, the Director of the Institute and on behalf of Tezpur University, the Vice Chancellor of the University will be the responsible authorities for overall implementation of the MoU, unless the responsibility is being delegated by them to the other competent person/s of their respective institution.

2.2 However, for technical and administrative coordination purpose, and day-to-day routine matters, the respective institution may appoint/ delegate the responsibility to designated coordinator/s.



### **3. Funding:**

3.1 The necessary funds will be provided by MAKAIAS under this MoU according to budget provision approved by the Ministry of Culture, Government of India and the Maulana Azad Centre on North-east India at Tezpur University is expected to function as the nodal authority for co-ordinating the research activities funded by the MAKAIAS in Assam state on North-east India and its neighbourhood. Fund will be released by MAKAIAS on quarterly basis in April, July, October and January.

3.2 As per the standard accounting practices, the Coordinator nominated by TU will submit quarterly accounts of expenditure to MAKAIAS against the fund released to Maulana Azad Centre. The account report should be accompanied by the relevant vouchers in original and duly counter signed by the Coordinator. No photocopy or duplicate voucher will be accepted. The account for the last quarter of the financial year should be submitted by 31<sup>st</sup> march of the respective financial year. [Details of Financial Procedures are given in Annexure-2].

### **4. Functioning of Maulana Azad Centre for Research on North east India:**

4.1 The Tezpur University is expected to provide space or room/s to run the Maulana Azad Centre under the University. However, under the situation of critical infrastructural constraint it may be run from any Head of the Department's office or, Senior Professor's office who is expected to serve as a Coordinator of the same; provided one signboard is being put up declaring the name of Maulana Azad Centre for Research on North- east India.

4.2 There shall be a Six-member Local Advisory Committee to guide and advise the Centre in its functioning with the Pro-VC as the Chairperson; and the Dean, School of Humanities and Social Sciences, TU; two Professors from within the School of Humanities and Social Science to be nominated by the Vice Chancellor; and the Director of MAKAIAS and also one nominee of MAKAIAS as members.



4.3 The Tezpur University is expected to provide all administrative, material, and logistical support in consultation with the MAKAIAS, within the agreed upon budget, and following due process. These include, but are not limited to, access to library and educational/ research resources, computers, internet, communication facility (including Internet Access), office stationery, assistance in organising travel and field visits, etc.

4.4 The Tezpur University is expected to provide local and state- level subject expertise, knowledge, and experience, including, but not limited to, help in identifying key areas/ subjects of research, and students/ researchers with high potential or proven research skills and competence.

#### **5. Selection and Payment to Research Assistant(s) and Fellow(s):**

5.1 Selection of the Research Assistant(s) and Fellow (s) will be a joint responsibility of both MAKAIAS and TU and while doing so, the standard procedure of advertisement, submission of research proposal following standard academic format, scrutiny of the same will be followed for final selection of the aforementioned position/s. [Details of qualifying criteria for Fellows and Research Assistants are given in Annexures-3].

5.2 Payment to the selected Research Fellow(s) and Research Assistant(s) such as their research grants, tours and travel grants, book grants and other facilities and their assigned responsibilities will be guided by the respective annexure/s attached to this MoU and mutually adopted by both the institutions under this MoU from time to time. [Please refer to the details as per the Annexure-2].

#### **6. Commencement, renewal, termination and amendment of the MoU**

6.1 This MoU will come into force upon affixing of the signatures of the representatives of the partner institutions and will remain effective for five years. The first year shall be treated as pilot. After completion of first year both the parties shall carry out a review of the performance and progress (both Academic and Administrative). If the outcome of the review is satisfactory to both the parties then the agreement shall continue with the rest of the term. Changes might be incorporated, if appropriate, and