

Dec 12, 2019



## Memorandum of Understanding (MoU) Between

Gopinath Latpate, Sponsor (referred as "Sponsor" hereafter) of  
Prof. Govindrao Latpate Communication and Personality  
Development Lab (referred as "Lab" hereafter)

And

Nutan Mahavidyalaya Selu, Dist. Parbhani (Referred as "College"  
hereafter)

This Memorandum of Understanding is established on December 12, 2019 to define the protocols for the usage of the English Communication and Personality Development Lab that will benefit the college students, Nutan Sanstha staff, local government bodies and anyone who is willing to take advantage of this facility.

The Lab is sponsored by Gopinath Latpate, the proud alumni of Nutan Vidyalaya and Nutan Mahavidyalaya Selu. The objectives of the lab are:

- To acquire the English Language speaking skills which are essential in the current competitive world
- To support students to reinforce material learned in class by putting them into practice through interactive activities
- To monitor the progress and provide continuous feedback for better learning
- To provide the participants the forum to speak and express their thoughts in a public setting
- Use of latest technology skills and techniques to accelerate the learning process
- Build confidence to communicate in English, a key differentiator in today's professional world

By means of the sponsorship, following infrastructure has been donated/developed:

- Complete furnishings of the College room with a modern infrastructure that has two sections; computer workstations and hall for the instructions
  - New fixtures, colors, 2 Air Conditioning units, partitions etc
- 12 computer desktops units (PC, monitors, mouse) with a modern configurations
- 4 laptop computers with a modern configurations for a Lenovo brand
- The software by DLM Language Powers

The main motto of this lab is to impart the modern English communication skills to our bright students and community around us therefore it is extremely important that the usage of lab is restricted to this main objective.

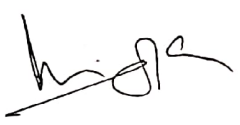
Following are the terms and conditions that will govern the workings of this lab on day to day basis

- a. This lab is being EXCLUSIVELY used for the Certification Courses based on the Communication Skill and Personality Development, which is the main intent behind this lab. It is expected that all of the students of the college to take a compulsory education of the communication and personality development. It is an expectation that college will make this course mandatory to all of the students
- b. Since the usage of the lab is EXCLUSIVE to the course, under no circumstances, this lab be used for the classes of ANY OTHER subject or any other college events, gatherings, meetings etc. This will ensure that the main intent is preserved
- c. The lab will be open from 8. 00 AM to 8.00 PM daily or weekends as needed
- d. The timetable and curriculum/contents of the courses are documented. It is mandatory for the college to keep the log book for all of the courses, and students/professional registrations and the photocopies of such logbook be communicated to the Sponsor on a monthly basis. The course/curriculum will be revised periodically and be communicated to the sponsor on a quarterly basis
- e. Sponsor reserves the right to make changes to the course content periodically and audit of the premises/practices through external auditor/agency; Sponsor will be in a constant touch with the Lab in-charge appointed by the College.
- f. The whole lab including the cabin of lab in-charge will be under CCTV Camera observation; the sponsor has an access to the CCTV footages as requested. The idea behind is to avoid any misuse of this facility

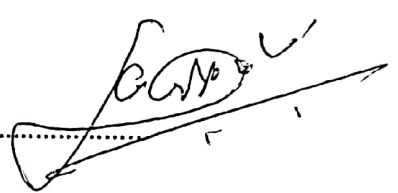
- g. One full-time lab attendant should be appointed in the lab that will help in keeping the lab running smoothly. Sponsor will have the opportunity to conduct the interview of this lab attendant. The compensation of lab-attendant and any other dedicated members responsible for maintaining the lab will be made by the College.
- h. Periodically, the Sponsor will request the external faculty or experts to come and teach the students; the frequency of such external faculty members is once a month and not to exceed 2-3 hrs of instructions per session; the payments (not to exceed Rs. 3000 per visit) for such external faculty will be made by the Sponsor for the period of 1 year from the date of MoU; College needs to bear the expenses for the subsequent years for such external /guest faculty thereafter
- i. This lab will also be used to conduct the professional paid courses for the external professionals. The fees collected for such courses will be reserved and allocated for the expansion and maintenance of this lab. It is expected that there should be separate financial account maintained for the lab
- j. The lab attendant and the lab in-charge are responsible for managing all of the assets of the lab. Under no circumstances, any asset assigned to the lab is being used for any other purpose than the communication lab. No asset to be moved out of the lab and no personal usage is allowed for any lab assets
- k. College will be responsible for maintaining the Stock register, dead-stock registers etc
- l. College will be responsible for the regular maintenance of AC, PC, CCTV Camera, Any future Software maintenance fees and Electricity bills
- m. The lab will conduct periodic assessments of the courses, the progress of the students, any exam or certifications etc. Such progress report to be made available to the Sponsor on a periodic basis

n. The MoU is a binding between the College/Trustees of the College and Sponsor for a period of 20 years from the date of execution of the MoU; during this time, College/Trustee will not change the name of the lab without a written consent from the Sponsor

Location: Selu, Dist. Parbhani

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For Nutan Mahavidyala Selu

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Gopinath Latpate, Sponsor