

পশ্চিমবঙ্গ পশ্চিম বঙ্গাল WEST BENGAL

P 087996

BIPARTITE AGREEMENT

This agreement entered into on this 9th day of September, 2013 between Rampurhat College, Rampurhat- 731224, Birbhum, West Bengal

and

The University of Burdwan (University for brevity), Rajbati, Burdwan - 713104, West Bengal

WHEREAS, Rampurhat College, Rampurhat has requested the University to consider a proposal of opening a study centre in Rampurhat College for conducting M.A. programme under Distance Education Mode with subjects Bengali, English, History, Sanskrit and Philosophy with effect from the Academic Session 2013-2015.

and

WHEREAS, the Executive Council of the University has shown interest, accepted the said proposal and discussed with Rampurhat College for executing the project under the following terms and conditions.

Dr. Deb Kumar Panigrahi
9.9.13
Leader (Addl. Charge) Distance Education
& Inspector of Colleges
The University of Burdwan

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RESPONSIBILITY OF THE UNIVERSITY:

- A) Development of the course curriculum.
- B) Preparation of Self Instructional Materials (SIMs): The University will take the responsibility for the preparation of quality SIMs by competent resource persons and for printing and despatch of the same to the Study Centre.
- C) Advertisement: Advertisement for admission and related publicity in the media / website will be the sole responsibility of the University.
- D) Admission Form and Prospectus: The admission forms and prospectus and other relevant materials will be supplied by the University to the Study Centre.
- E) Administration of Examinations: The University will administer all examinations which will involve:
 - Question paper setting;
 - Printing and despatch of the same to the respective examination centres;
 - Printing and despatch of answer scripts and loose sheets to the Study Centre;
 - Evaluation of answer scripts;
 - Preparation of transcripts and issuing certificates to the students through the Study Centre.
- F) A monitoring Committee, duly constituted by the University Authorities, will supervise the Study Centre from time to time. Observations and suggestions of the committee regarding the quality of teaching, learner's support service etc. will be given due emphasis at the both ends. The Study Centre will agree to accept and implement any or all the recommendations whenever made by such a committee for maintaining the required academic standards and assuring the quality of the programmes.

RESPONSIBILITY OF THE STUDY CENTRE:

The Study Centre shall provide academic and administrative support services to the distance learners.

Minimum infrastructure required of a Study Centre of the university:

1. Minimum required space (carpet area) is 5000 sq. ft.
2. Minimum $\frac{3}{4}$ class rooms each with a facility of seating arrangement for 150/200 students.
3. At least 2 computers in the office of the Study Centre.
4. Faculty/ Counsellor's room.
5. Separate toilets for boys and girls and for the resource persons.


Dr. Deb Kumar Parjia
Director (Addl. Charge) Distance Education
Inspector of Colleges
University of Burdwan

Role and functions of the Study Centre:

1. The Study Centre will be responsible for giving information (by post) to the students about the programmes.
2. Arranging admission of students as per norms and conditions to be specified by the University.
3. To distribute Enrolment Cards, to be supplied by the DDE, B.U., amongst the students.
4. To collect filled in registration forms / restoration forms from the students and send these to the DDD, B.U.
5. Arranging continuous assessment of students' progress in studies by competent academics under norms and conditions to be specified by the University.
6. The Study Centre shall maintain a library for candidates enrolled under the distance mode. Measures will be taken to make reading room facilities available to the students. Books may be lent out to students on deposit of caution money or the price of book(s).
7. Arranging Counselling and Personal Contact Programmes (PCPs).
8. The Study Centre would send the list of eligible teachers to the DDE for approval by the Competent authority of the University before engaging them as resource persons for Counselling and PCPs.
9. The Study Centre will conduct the examinations under norms and conditions to be specified by the University. The Study Centre will make all necessary arrangements including proper invigilation. The expenditure to be incurred in connection therewith will be met from the examination fees to be collected from the students.
10. The Study Centre would prepare the list of eligible teachers who would be entrusted with the task of assessing answer scripts and send the same to the Controller of Examinations, B.U. These enlisted teachers would mainly examine answer scripts of the candidates appearing at Burdwan Centre. On the other hand, answer scripts of the candidates appearing at the Study Centre would be assessed by the examiners selected by the Department of Controller of Examinations, B.U.
11. The Principal / Officer-in-charge of the college, in capacity of the Study Centre-in-charge, one co-ordinator, one assistant co-ordinator and two staff members will be entitled to a monthly honorarium to be paid out of the share of the course fees of the Study centre concerned.

24.9.13
Dr. Deb Kumar Panja
Director (Addl. Charge) Distance Education
& Inspector of Colleges
The University of Burdwan

INTAKE OF THE STUDENTS:

For distance education programme there may not, as such, be any restriction on the number of students to be admitted. However, intake of a particular programme will depend on the overall resource and infrastructural facilities available in the Study Centre and on the capacity of the centre to conduct the examinations.

SHARING OF THE REVENUE:

The course fee realized by the Study Centre from the candidates enrolled under it will be shared by the University and the Study Centre at a 70:30 ratio in that ratio in that order. After completion of the process of collection of fees the University will release the share of the Study Centre through account payee cheque or through demand draft whichever is convenient, within a period of 60 days. The course fee sharing scheme would be reviewed in future on the basis of exigency of the situation. As for the examination fees, these will be retained by the University and the Study Centre will be paid centre fee for conducting examinations.

STUDENTS SUPPORT SERVICES:

The Study Centre on the suggestions and the recommendations of the University will provide all kinds of students support services. The total hour of counseling and PCPs and other teaching aids will be specified by the University. It will be responsibility of the Study Centre to ensure optimum satisfaction to the students in their pursuit of the courses for which they are enrolled. For all such support services the students will not be charged any additional fees beyond the course fee and the examination fee.

So far as distance mode of education as offered and imparted by it is concerned, the University in no case believes in collecting revenues in form of course fees etc. for profit making purposes except upto the extent it needs such revenues for maintaining its resources and managing its academic and administrative affairs on self-financing basis and providing for desired development. Bases on that principle the University always tries to extend as far as practicable all kinds of extra support and help to students beyond what is assured on paper and it ideally believes that students will benefit from whatever support services are given by the University for the purposes of successful completion of the courses. The University will never endorse any kind of campaign by any of its resource persons asking students to seek extra private coaching as these will undeniably be tantamount to compromising with its academic standards and avowed principles as the highest seat of learning.

Dr. Deb Kumar Panja
18.9.13
In-charge, Distance Education
Unit of Colleges
Burdwan

BRAND NAME OF THE STUDY CENTRES:

All Study Centres will be known and identified as the Study Centre of the University.

COURSE DURATION:

Duration of each course is two years divided into two parts, i.e., Part-I and Part-II, of one year each.

SURVIVAL:

Both Rampurhat College, Rampurhat and the University will discharge their respective responsibilities so that the admitted students may complete their courses without any break or loss of time even if this Agreement is terminated midway.

OPERATIONS MANAGEMENT:

To ensure the smooth and effective management of the courses there shall be a Management Committee under the chairmanship of the Hon'ble Vice-Chancellor, the University of Burdwan. Besides there shall be two other members from the University and the Rampurhat College, Rampurhat each.

VALIDITY:

This Agreement will remain operative for a period of five (5) years from 09.09.2013 to 08.09.2018 subject to satisfactory functioning of the system, which will be reviewed at the end of each year. The contract may be extended further only on mutually agreed terms and conditions.

Dr. Deb Kumar Panja
Director (Adm. Charge) Distance Education
& Inspector of Colleges
The University of Burdwan
16.15

DISPUTE RESOLUTION:

In case of any dispute arising out of the Agreement or over interpretation of the terms, the matter will be mutually discussed and amicably sorted out by Rampurhat College, Rampurhat and the University of Burdwan. If no settlement is arrived at, the matter will be referred to for conciliation under provisions of Arbitration and Conciliation Act, 1996. The cost of arbitration, if any, will be equally shared by both the parties.

This agreement is signed on in presence of the witnesses at Rajbati, Burdwan.



For Rampurhat College, Rampurhat

Jay dw/lan
09/09/13
Teacher-In-Charge
Rampurhat College
(Govt Spons.)

For the University of Burdwan, Burdwan

Dr. Deb Kumar Panja
09.9.13
Dr. Deb Kumar Panja
Director (Add. Charge), Distance Education
& Inspector of Colleges
The University of Burdwan

Dr. Deb Kumar Panja
Director (Add. Charge), Distance Education
& Inspector of Colleges
The University of Burdwan

Witnesses

1. **Santi Biswas**
09/09/13
Asso. Prof.; Rampurhat College, Rampurhat.
2. **Mojaffar Hossain Mondal**
Assistant professor
in Political Science, 09/09/13
Rampurhat College

1. **Jindrajit Ray** 09/09/13
Development officer,
B. U.

2. **Nani Gopal Sen**
DDE, B. U.
9/9/13

authenticated
Dr. Deb Kumar Panja
09/09/13
Dr. Deb Kumar Panja
Director (Add. Charge), Distance Education
& Inspector of Colleges
The University of Burdwan



पश्चिमबङ्ग पश्चिम बंगाल WEST BENGAL

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BIPARTITE AGREEMENT (RENEWAL)

This agreement entered into on this 27th day of May, 2019 between Rampurhat College, Rampurhat- 731224, Birbhum, West Bengal

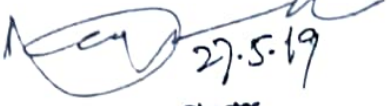
and

The University of Burdwan (University for brevity), Rajbati, Bardhaman - 713104, West Bengal

WHEREAS, Rampurhat College, Rampurhat has requested the University to consider a proposal for renewal of MOU in order to extend the existing contract for running the study centre in Rampurhat College for another period of five years for the purpose of conducting M.A. programmes under Distance Education Mode of the University of Burdwan with subjects Bengali, English, History, Sanskrit and Philosophy with effect from the Academic Session 2018-2019

and

WHEREAS, the Executive Council of the University has shown interest, accepted the said proposal and discussed with Rampurhat College for executing the project under the following terms and conditions.


27.5.19
Director
Distance Education

3136 24.5.19
Director DDE BU
107/-

বর্তমান হিসাবী দফতর খতিম তারিখ 18.5.19
জার - শ্রী লক্ষী নারায়ণ চক্রবর্তী
বর্তমান কোর্ট সিস্টেম নং-৬/৭১-৭২

নিম্নোক্ত

RESPONSIBILITY OF THE UNIVERSITY:

- A) Development of the course curriculum.
- B) Preparation of Self Instructional Materials (SIMs): The University will take the responsibility for the preparation of quality SIMs by competent resource persons and for printing and despatching of the same to the Study Centre.
- C) Advertisement: Advertisement for admission and related publicity in the media / website will be the sole responsibility of the University.
- D) Admission Form and Prospectus: The admission forms and prospectus will be generated through online system and other relevant materials will be supplied by the University to the Study Centre.
- E) Administration of Examinations: The University will administer all examinations which will involve:
 - Question paper setting;
 - Printing and despatching the same to the respective examination centres;
 - Printing and despatching answer scripts and loose sheets to the Study Centre;
 - Evaluation of answer scripts;
 - Preparation of transcripts and issuing certificates to the students through the Study Centre.
- F) A monitoring Committee, duly constituted by the University Authorities, will supervise the Study Centre from time to time. Observations and suggestions of the committee regarding the quality of teaching, learner's support service etc. will be given due emphasis at the both ends. The Study Centre will agree to accept and implement any or all the recommendations whenever made by such a committee for maintaining the required academic standards and assuring the quality of the programmes.

RESPONSIBILITY OF THE STUDY CENTRE:

The Study Centre shall provide academic and administrative support services to the distance-learners.

Minimum infrastructure required of a Study Centre of the university:

1. Minimum required space (carpet area) is 5000 sq. ft.
2. Minimum 3/4 class rooms each with a facility of seating arrangement for 150/200 students.
3. At least 2 computers in the office of the Study Centre.
4. Faculty/ Counsellor's room.
5. Separate toilets for boys and girls and for the resource persons.

27.5.19
Director
Directorate of Distance Education
The University of Burdwan

Role and functions of the Study Centre:

1. The Study Centre will be responsible for giving information (by e-mail/SMS/web notification/by post) to the students about the programmes.
2. Arranging admission of students as per norms and conditions to be specified by the University.
3. To distribute Enrolment Cards, to be generated through online system by the DDE, B.U./Study Centre, amongst the students.
4. To collect filled in registration forms / restoration forms from the students and send these to the DDE, B.U.
5. Arranging continuous assessment of students' progress in studies by competent academics under norms and conditions to be specified by the University.
6. The Study Centre shall maintain a library for candidates enrolled under the distance mode. Measures will be taken to make reading room facilities available to the students. Books may be lent out to students on deposit of caution money or the price of book(s).
7. Arranging Counselling and Personal Contact Programmes (PCPs).
8. The Study Centre would send the list of eligible teachers to the DDE for approval by the Competent authority of the University before engaging them as resource persons for Counselling and PCPs.
9. The Study Centre will conduct the examinations under norms and conditions to be specified by the University. The Study Centre will make all necessary arrangements including proper invigilation. The expenditure to be incurred in connection therewith will be met from the examination fees to be collected from the students.
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11. The Principal / Officer-in-charge of the college, in capacity of the Study Centre-in-charge, one co-ordinator, one assistant co-ordinator and two staff members will be entitled to a monthly honorarium to be paid out of the share of the course fees of the Study centre concerned as follows (if fund permits):

*Study Centre in Charge = Rs. 2500/- , Co-ordinator = Rs. 2500/- ,
Asst. Co-ordinator = Rs. 1500/- and Staff members = Rs. 500/- each.
Otherwise as per decision of the G.B. of the college.*

27.5.19
Director
Directorate of Distance Education
The University of Burdwan

27.5.19
Director
Directorate of Distance Education
The University of Burdwan

INTAKE OF THE STUDENTS:

For distance education programme there may not, as such, be any restriction on the number of students to be admitted. However, intake of a particular programme will depend on the overall resource and Infrastructural facilities available in the Study Centre and on the capacity of the centre to conduct the examinations.

SHARING OF THE REVENUE:

The course fee realized by the Study Centre from the candidates enrolled under it will be shared by the University and the Study Centre at a 70:30 ratio in that order. After completion of the process of collection of fees the University will release the share of the Study Centre through account payee cheque or through demand draft whichever is convenient, within a period of 60 days. The course fee sharing scheme would be reviewed in future on the basis of exigency of the situation. As for the examination fees, these will be retained by the University and the Study Centre will be paid centre fee for conducting examinations.

STUDENTS SUPPORT SERVICES:

The Study Centre on the suggestions and the recommendations of the University will provide all kinds of student-support services. The total hour of counselling and PCPs and other teaching aids will be specified by the University. It will be responsibility of the Study Centre to ensure optimum satisfaction to the students in their pursuit of the courses for which they are enrolled. For all such support services the students will not be charged any additional fees beyond the course fee and the examination fee.

So far as distance mode of education as offered and imparted by it is concerned, the University in no case believes in collecting revenues in the form of course fees etc. for profit making purposes except upto the extent it needs such revenues for maintaining its resources and managing its academic and administrative affairs on self-financing basis and providing for desired development. Based on that principle the University always tries to extend, as far as practicable, all kinds of extra support and help to students beyond what is assured on paper and it ideally believes that students will benefit from whatever support services are given by the University for the purpose of successful completion of the courses. The University will never endorse any kind of campaign by any of its resource persons asking students to seek extra private coaching as these will undeniably be tantamount to compromising with its academic standards and avowed principles as the highest seat of learning.

6/5/19
Director
Directorate of Distance Education
The University of Burdwan

BRAND NAME OF THE STUDY CENTRES:

All Study Centres will be known and Identified as the Study Centre of the University.

COURSE DURATION:

Duration of each course is two years divided into two parts, i.e., Part-I and Part-II, of one year each or into four parts i.e. Sem-I, Sem-II, Sem-III & Sem-IV of six months each (in case of M.A/M.Sc. In Mathematics and Computer Science).

SURVIVAL:

Both Rampurhat College, Rampurhat and the University will discharge their respective responsibilities so that the admitted students may complete their courses without any break or loss of time even if this Agreement is terminated midway.

OPERATIONS MANAGEMENT:

To ensure the smooth and effective management of the courses there shall be a Management Committee under the chairmanship of the Hon'ble Vice-Chancellor, the University of Burdwan. Besides there shall be two other members from the University and the Rampurhat College, Rampurhat each.

VALIDITY:

This Agreement will remain operative for a period of five (5) years from 09.9.2018 to 08.9.2023 subject to satisfactory functioning of the system, which will be reviewed at the end of each year. The contract may be extended further only on mutually agreed terms and conditions.

DISPUTE RESOLUTION:

In case of any dispute arising out of the Agreement or over interpretation of the terms, the matter will be mutually discussed and amicably settled by Rampurhat College, Rampurhat and the University of Burdwan. If no settlement is arrived at, the matter will be referred to for conciliation under provisions of Arbitration and Conciliation Act, 1996. The cost of arbitration, if any, will be equally shared by both the parties.

This agreement is signed on 27.5.2019 in presence of the witnesses at Rajbati, Burdwan.


27.5.19
For Rampurhat College, Rampurhat

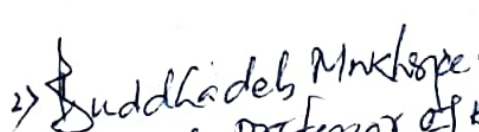

27.5.2019
For the University of Burdwan, Burdwan

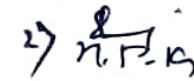
Director
Directorate of Distance Education
The University of Burdwan

Witnesses

1)  27.05.19
Member
Governing Body

1)  27.05.19
Assistant Director
(Administration & Examination)
Directorate of Distance Education
The University of Burdwan

2)  27.5.19
Associate Professor of History
Rampurhat College

2) 
Inspector of Colleges
The University of Burdwan
Burdwan