



Memorandum of Understanding

This Memorandum of Understanding (**MoU**) is entered on the ----- day of July, 2025.

By and Between

Name of the University &, hereinafter referred to as '..... **University**'.

And

Associations of Indian Universities, having its registered office at AIU House, 16 Comrade Indrajit Gupta Marg, New Delhi 110 002, represented by its Secretary General hereinafter referred to as '**AIU**'

(Hereinafter collectively referred to as 'Parties' and individually as 'Party')

PURPOSE:

The Parties hereto have entered into this Exclusive MoU for establishing and Academic and Administrative Development Centre (AADC) in University.

AADC PROGRAMME: Association of Indian Universities (AIU) proposes to set up Academic & Administrative Development Centers (AADC) in collaboration with universities across India

DURATION OF THE PROGRAMME: The AIU-AADC will offer 5 short term (one week) programme every year aimed at continuous capacity building of the key stakeholders with at least one programme held in physical mode.

SCOPE & THRUST AREAS:

- Create pathways of continuous learning and updating of skills and new knowledge among faculty in order to make HE quality futuristic.
- Fill gap between the number of courses on offer and number of faculty to be trained.
- Prepare the faculty for the changing governance requirements.
- Provide continuous knowledge and skill acquisition and enhancement for faculty in order to contribute effectively to the changing landscape of HE.
- Train administrative staff in higher education institutions with appropriate skills to adapt to emerging information technologies.



- Prepare library professionals and other technical staff in HEIs to contribute to knowledge cum learning and research resources as per the global demands and the local needs
- Introduce research scholars to the principles of academic integrity and professional ethics.
- Identifying the different components of online teaching and learning.
- Designing e-content, open educational resources and adopting innovative instructional delivery models.
- Mapping and matching pedagogies and technologies.
- Exploring new knowledge domains.
- Producing high quality and high impact research publications.
- Identifying appropriate impact factor journals for submission of manuscripts for publication.
- Preparing winning project proposals.
- Addressing local needs and realities through research in sync with Scientific Social Responsibility (SSR).
- Integrating research and innovation in order to foster the entrepreneurial spirit among teachers and learners.
- Reinforcing academic integrity and professional ethics.
- Foregrounding innovation and start up ecosystem to train graduates to be job providers rather than job seekers.
- Tapping CSR and philanthropy funding.
- Adopting thrifty measures in resource mobilization and its optimal utilization.
- Understanding and training of the e-governance models.
- Using information and communication technologies (ICTs) in day-to-day administration
- Utilizing and enhancing teaching-learning resources with a view to make the library an information hub and knowledge house for the HEI
- Forging national and international research collaborations and industry linkages
- Fostering decentralization of administration with appropriate checks and balances
- Documenting best practices in teaching-learning, research and administration
- Creating quality benchmarks for the emergence of multiple levels of academic leadership
- Analyzing ways of aligning institutional vision with local, regional, national and global needs in order to achieve the proposed goals of NEP 2020 as well as SDG

THE OTHER TERMS AND CONDITIONS OF MOU ARE AS FOLLOWS:

1. The AADC will be established under the banner of AIU.
2. The Centre will be named as AIU- [University Name] Academic and Administrative Development Centre.
3. The Joint Secretary, AIU shall be Chief Coordinator of the proposed AADC from AIU. The Vice Chancellor of the University shall nominate the Coordinator of AADC Centre from the University.
4. The programs must be organized strictly in line with the attached guidelines and structure of the training program.



5. Each Centre is required to organize a minimum of 5 programs in an academic calendar year.
6. Total Financial Support available from **AIU for AADC is Rs. 1 Lakh.**
7. An advance of Rs. 50,000/- (50% of the seed money) will be initiated by AIU based on the request of the coordinator after sharing the complete program details. The balance grant will be released upon receipt of the utilization certificate and a detailed report for 5 programs organized by the AADC of the university.
8. **The program details are to be finalized in consultation with AIU.**
9. Every AADC will have an Advisory Committee headed by the Vice-Chancellor and will **include a nominee from AIU**, two members of the IQAC (Internal Quality Assurance Cell), two senior academics, two senior administrators, and two external experts as members.
10. The unused grant, if any, shall be refunded to AIU as soon as possible.
11. In case of non-completion of the AADC (for any unavoidable reasons), university shall refund the grant received from AIU along with interest earned, if any.

JURISDICTION AND DISPUTE RESOLUTION:

Any dispute or breach of the terms shall be referred to and resolved by the Chief Executives of both parties. All unresolved matters shall thereafter be referred to the Arbitrators as per the Arbitration Law of the Land. The jurisdiction shall be Delhi.

In witness whereof the parties to this MoU have set their hand and seal in this MoU.

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| Sign: Name: Ranjana Parihar Designation: Joint Secretary Association of Indian of Universities, New Delhi | Sign: Name: Designation: Coordinator University Address S | Sign: Name: Dr (Mrs) Pankaj Mittal Designation: Secretary General Association of Indian of Universities, New Delhi |
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