



T. N. RAO COLLEGE OF TEACHER EDUCATION

Managed by : સવ્યસાચી Education Trust, Rajkot

Welfare Measures at T.N. Rao College of Teacher Education

At T.N. Rao College of Teacher Education, we prioritize the well-being and professional development of our esteemed teaching and non-teaching staff. Through a range of comprehensive welfare measures, we ensure their holistic growth and fulfillment. Our welfare initiatives include:

1. Credit Society and Loan Facilities: Staff members have access to our Credit Society, enabling them to avail loans conveniently.
2. Professional Development Opportunities: We offer regular training sessions, workshops, Faculty Development Programs (FDPs), seminars, and conferences for both teaching and non-teaching staff to enhance their skills and knowledge.
3. Duty Leave for Skill Enhancement: We provide duty leave to facilitate staff attendance at workshops, orientation courses, refresher courses, and conferences, encouraging continuous learning and development.
4. Research Support: Dedicated research facilities are available for teachers pursuing their Ph.D. We support their endeavors by granting leave for Doctoral Research and Development Committee (DRDC) activities and actively promoting their research paper publications.
5. Provident Fund and CPF: As per Gujarat Government policy, we offer Employees Provident Fund (EPF) and Contributory Provident Fund (CPF) schemes for the welfare of both teaching and non-teaching staff.
6. Leave Entitlements: Staff members are entitled to vacation leave, casual leave, medical leave, and sick leave in accordance with the regulations of the State Government.



 B/h. MCA Department, Nr. Saurashtra University Campus, Rajkot - 360005 (Gujarat) INDIA

 +91 99786 70472 / 74

 www.tnraocollege.org

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7. Maternity/Paternity Leave: We recognize the importance of family and provide maternity and paternity leave benefits to support our staff during significant life events.
8. Access to ICT Facilities: Our staff are encouraged to utilize college ICT facilities for their research work, facilitating seamless academic pursuits.
9. Support for Pre-Ph.D. Coursework: We grant duty leave to staff members attending Pre-Ph.D. coursework or engaging in Ph.D.-related activities, fostering their academic aspirations.
10. Financial Assistance for Medical Emergencies: In times of medical emergencies, we extend financial support to our staff members, ensuring their well-being and peace of mind.
11. Consultancy Autonomy: We empower our staff with autonomy in consultancy endeavors, allowing them to explore and engage in consultancy projects aligned with their expertise.

At T.N. Rao College of Teacher Education, we are committed to nurturing a conducive and supportive environment where our staff can thrive both personally and professionally. These welfare measures reflect our dedication to their welfare and advancement.


Principal
T. N. Rao College
Rajkot



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Memorandum of Understanding (MOU)

This MOU is made and entered into on this 19th day of July 2024 by and between:

1. **T.N. Rao College of Teacher Education**, located at B/h. MCA Department, Nr. Saurashtra University Campus, Rajkot, herein referred to as "The College."
2. **Infinity Infoway Pvt. Ltd.**, located at Vishwakarma Society, Near Vavdi Water Tank, 150 Feet Ring Rd, Samrat Industrial Area, Rajkot, under the Brainzorg Initiative, herein referred to as "The Company."

Preamble: This Memorandum of Understanding (MOU) outlines the terms and understanding between T.N.Rao College of Teacher Education and Infinity Infoway Pvt. Ltd. for the purpose of providing ICT facilities, conducting various value-added courses, self-study courses, faculty development programs (FDPs), and maintaining the Learning Management System (LMS) at the College. This collaboration aims to enhance the educational infrastructure, promote technological literacy, and support the professional growth of faculty and students.

1. Purpose and Objectives

1.1 Purpose

The primary purpose of this MOU is to formalize the partnership between The College and The Company to leverage the expertise and resources of both parties in improving educational delivery through Information and Communication Technology (ICT). This partnership will focus on:

- Enhancing the ICT infrastructure at The College.
- Offering a range of educational programs to enhance the skills and knowledge of students and faculty.
- Maintaining and updating the Learning Management System (LMS) to support the delivery of online and blended learning.
- Providing remote access to a digital library with a comprehensive collection of e-books and other e-materials.

1.2 Objectives

The objectives of this MOU include:

- Providing comprehensive ICT facilities to The College to support academic and administrative functions.
- Offering a variety of training programs, value-added courses, and FDPs that align with the latest technological advancements.



- Facilitating hands-on practical sessions in the Computer Lab to reinforce theoretical knowledge.
- Ensuring the LMS is robust, user-friendly, and regularly updated to meet evolving educational needs.
- Enabling remote access to a library of e-books and e-materials to support learning and research.
- Implementing automated processes for faculty to upload and distribute e-content.
- Providing data analytics on LMS usage to help in monitoring and improving user engagement and learning outcomes.

2. Scope of Services

The Company agrees to provide the following services under this agreement:

2.1 ICT Facilities

2.1.1 Installation and Setup: The Company will install and set up the required ICT infrastructure at The College, which includes:

- High-speed internet connectivity and network setup.
- Installation of computers, servers, and other necessary hardware.
- Setup of multimedia classrooms with projectors, interactive boards, and audio systems.
- Providing software licenses and ensuring their proper installation.

2.1.2 Maintenance and Support: The Company will ensure the ongoing maintenance and support of the ICT infrastructure, including:

- Regular checks and updates of hardware and software.
- Troubleshooting and resolving any technical issues promptly.
- Providing technical support to staff and students as needed.

2.2 Educational Programs and Courses

The Company will conduct a series of educational programs, including:

2.2.1 Value-Added Courses: These courses are designed to provide additional skills and knowledge that complement the core curriculum:

- **Leveraging ICT for Effective Online Teaching with OpenShot:** Training faculty on using OpenShot video editing software to create engaging online content.
- **Harnessing ICT for Online Teaching: QR Code and Its Applications:** Educating faculty on integrating QR codes into their teaching practices for enhanced interactivity.
- **Google Classroom Training:** Comprehensive training on using Google Classroom for online course management and student engagement.



- **ICT for Effective Online Teaching: Transformative Education with Google Utility Tools:** Leveraging Google tools like Docs, Sheets, and Slides to enhance teaching effectiveness.
- **ICT for Effective Online Teaching: A Practical MS-Office Approach:** Practical training on using MS Office tools for educational purposes.
- **Foundations of Computing Literacy for Educators:** Building basic computing skills among educators to integrate technology into their teaching.

2.2.2 Faculty Development Programs (FDPs): These programs aim to enhance the professional development of faculty members:

- **Introduction to Educational Software and Tools for Teaching and Learning:** Familiarizing faculty with various educational software and tools to support their teaching.
- **Basic Computer Literacy including File Management, Word Processing, and Internet Browsing:** Building foundational computer skills essential for modern educators.

2.2.3 Self-Study Courses: Courses that students and faculty can undertake at their own pace to enhance their learning experience and skill set, including:

- **Basics of Cyber Security:** Introducing essential concepts of cyber security, including data protection, online safety, and common cyber threats and how to mitigate them.

2.3 Practical Sessions

2.3.1 Hands-on Training: The Company will conduct practical sessions in The College's Computer Lab to reinforce the theoretical knowledge acquired during courses. These sessions will include:

- Practical application of software tools taught in the courses.
- Real-world projects and assignments to enhance learning outcomes.
- Supervised lab sessions with expert guidance.

2.4 LMS Development and Maintenance

2.4.1 LMS Development: The Company will develop and implement a robust LMS for The College, featuring:

- A user-friendly interface for students and faculty.
- Integration with existing college systems and databases.
- Tools for course management, content delivery, and student assessment.
- Automated systems allow faculty to upload e-content that will be directly accessible to all authorized users.

2.4.2 LMS Maintenance: Ongoing support and updates for the LMS, including:

- Regular software updates and bug fixes



- Enhancements to features based on user feedback.
- Training and support for LMS users.
- Providing data analytics on LMS usage, including user engagement metrics and course performance data.

2.5 E-Content and Digital Library Access

2.5.1 Development and Provision of E-Content: The Company will assist in the development and provision of e-content for the faculty, which includes:

- Creating and curating high-quality digital educational materials that can be used across various courses.
- Training faculty on creating their own e-content, such as multimedia presentations, interactive videos, and digital assessments.

2.5.2 Access to E-Content Creation Tools: The Company will provide access to tools and platforms for e-content creation, including:

- Software and tools for video editing, graphic design, and content management.
- Support and guidance on the effective use of these tools for educational purposes.

2.5.3 Remote Access to Digital Library: The Company will provide remote access to a digital library containing a wide range of e-books and other e-materials to support the learning and research needs of students and faculty. This includes:

- Subscription to e-reference books and other digital learning resources.
- Integration of e-books into the LMS for seamless access.
- Support for remote access to these resources from any location.

2.5.4 Automation for E-Content Distribution: The LMS will include automated systems for content distribution, allowing faculty to upload e-content that will be automatically distributed to all enrolled students and relevant users, ensuring timely and efficient access to learning materials.

3. Financial Commitment

The College agrees to provide financial support to The Company as follows:

3.1 Total Financial Commitment

- The financial commitment from The College to The Company is structured as follows:

3.1.1 Trial Period:

- A trial period was conducted in 2019 to assess the services and implementation of The Company's solutions.

3.1.2 Annual Fees:

- From 2020 onwards, the annual fee for the services provided by The Company is INR 15 lakhs.



- This fee covers the services for both the B.Ed and M.Ed programs.

3.2 Payment Schedule

- Payments will be structured annually, with each payment of INR 15 lakhs.
- Payments will be made at the beginning of each fiscal year, starting from the date of signing this MOU.

3.3 Additional Costs

- Any additional costs incurred beyond the agreed services, such as for special projects or upgrades, will be negotiated and agreed upon by both parties.

4. Roles and Responsibilities

4.1 Responsibilities of The College

4.1.1 Infrastructure and Facilities:

- Provide the necessary physical infrastructure and facilities for The Company to carry out its obligations.
- Ensure the Computer Lab and other ICT facilities are accessible and in good condition for practical sessions.

4.1.2 Financial Responsibilities:

- Ensure timely payments as per the agreed schedule to support the implementation and maintenance of services.

4.1.3 Access and Support:

- Facilitate access to the College's resources, including administrative support and student participation, for the effective delivery of courses and programs.

4.1.4 Coordination:

- Appoint a dedicated coordinator to liaise with The Company for smooth communication and coordination of activities.

4.2 Responsibilities of The Company

4.2.1 Service Delivery:

- Deliver the agreed ICT facilities and educational programs as outlined in Section 2.
- Provide qualified personnel and resources for the delivery of courses, practical sessions, and FDPs.

4.2.2 Maintenance and Support:

- Ensure the ICT facilities and LMS are regularly maintained, updated, and supported.
- Provide timely technical support and troubleshooting assistance.

4.2.3 Reporting:

- Submit regular reports on the progress of activities, including course outcomes, LMS updates, and ICT infrastructure status.



4.2.4 Compliance:

- Adhere to all relevant regulations and standards in the delivery of services and handling of data.

5. Term and Termination

5.1 Term

- This MOU will commence on the date of signing and continue for a period of seven years.

5.2 Renewal

- The MOU may be renewed upon mutual agreement by both parties at the end of the initial term.

5.3 Termination

- Either party may terminate this MOU with a 90-day written notice to the other party.
- Termination may be initiated if there is a breach of terms or failure to fulfill responsibilities as outlined in this MOU.

6. Confidentiality

6.1 Information Sharing

- Both parties agree to maintain the confidentiality of sensitive information shared during the collaboration.

6.2 Data Protection

- Appropriate measures will be taken to protect personal data and comply with data protection laws and regulations.

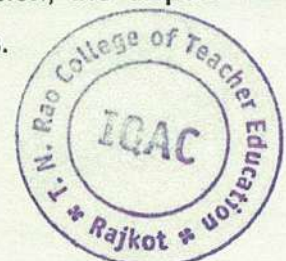
7. Dispute Resolution

7.1 Mutual Resolution

- In the event of any disputes arising out of or in connection with this MOU, both parties agree to attempt resolution through mutual discussion and negotiation.

7.2 Mediation or Arbitration

- If a resolution cannot be reached through mutual discussion, the dispute will be referred to mediation or arbitration as per the applicable laws.



7.3 Legal Compliance

- Both parties agree to comply with all applicable laws and regulations in resolving disputes and carrying out their responsibilities under this MOU.

8. Amendments

8.1 Written Amendments

- Any amendments to this MOU must be made in writing and signed by authorized representatives of both parties.

8.2 Review and Update

- The MOU will be reviewed annually by both parties, and any necessary updates or amendments will be discussed and agreed upon during these reviews.

9. Governing Law

9.1 Jurisdiction

- This MOU will be governed by and construed in accordance with the laws of India.

9.2 Legal Compliance

- Both parties agree to comply with all applicable local, state, and national laws and regulations in the execution of this MOU.

10. Miscellaneous

10.1 Entire Agreement

- This MOU represents the complete understanding between The College and The Company and supersedes any prior agreements, negotiations, or discussions between the parties regarding the subject matter.

10.2 Severability

- If any provision of this MOU is found to be invalid or unenforceable, the remaining provisions will continue in full force and effect.

10.3 Force Majeure

- Neither party will be liable for any failure or delay in performance under this MOU due to causes beyond their reasonable control, including but not limited to acts of God, war, strikes, or government restrictions.



10.4 Notices

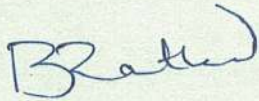
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11. Signatures

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T.N.Rao College of Teacher Education

Infinity Infoway Pvt. Ltd.



Dr. Bharti Rathod

Principal

**Principal
T. N. Rao College
Rajkot**



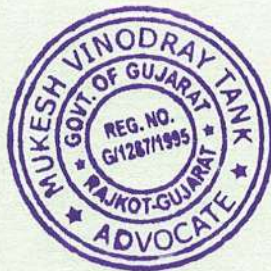
Bhavesh Gadhethariya
Founder & CEO



Signed before me

Tank mukesh v

MUKESH V. TANK
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- This fee covers the services for both the B.Ed and M.Ed programs.

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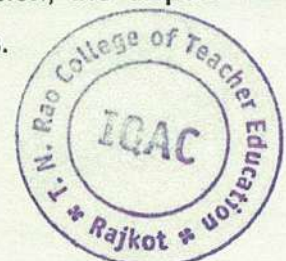
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9.1 Jurisdiction

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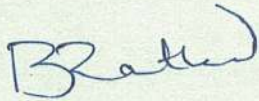
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T.N.Rao College of Teacher Education

Infinity Infoway Pvt. Ltd.



Dr. Bharti Rathod

Principal

**Principal
T. N. Rao College
Rajkot**



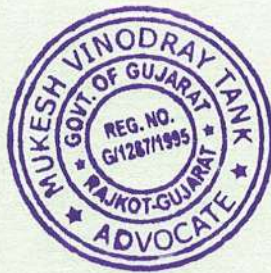
Bhavesh Gadhethariya
Founder & CEO



Signed before me

Tank mukesh v

MUKESH V. TANK
ADVOCATE
RAJKOT - GUJARAT





T. N. RAO COLLEGE OF TEACHER EDUCATION

Managed by : सव्यसाची Education Trust, Rajkot

6.3.2.1 Number of teachers provided with financial support to attend seminar / conferences / workshops and towards membership fees of professional bodies during the last five years

E-copy of Letter/s Indicating Financial Assistance to Teachers

<https://tnrao-college.s3.us-east-2.amazonaws.com/2024/07/1.-Modern-Teacher-EducationNew-Vistas-Challenges-Remedies.pdf>

<https://tnrao-college.s3.us-east-2.amazonaws.com/2024/07/2.-Computer-Fundamental-Course.pdf>

<https://tnrao-college.s3.us-east-2.amazonaws.com/2024/07/3.-Use-of-Microsoft-Office.pdf>

<https://tnrao-college.s3.us-east-2.amazonaws.com/2024/07/4.-Introduction-to-educational-software-and-tools-for-teaching-and-learning.pdf>

<https://tnrao-college.s3.us-east-2.amazonaws.com/2024/07/5.-Basic-computer-literacy-including-file-management-word-processing-and-internet-browsing.pdf>

<https://tnrao-college.s3.us-east-2.amazonaws.com/2024%2F07%2F6.-Role-And-Responsibility-Of-Education-Society-And-Research-For-Society-FormationChallenges-And-Remedies.pdf>



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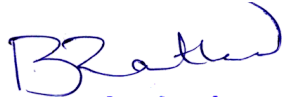
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**Total number of teachers undergoing online/face to face
Faculty Development Programmes**

Certificate of Participation

SR. NO	TITLE	CERTIFICATE LINK	YEAR
1	Modern Teacher Education:New Vistas - Challenges & Remedies	Link	2018
2	Computer Fundamental Course	Link	2018
3	Use of Microsoft Office	Link	2019
4	Introduction to educational software and tools for teaching and learning.	Link	2022
5	Basic computer literacy including file management, word processing, and internet browsing.	Link	2022
6	Role And Responsibility Of Education Society And Research For Society Formation:Challenges And Remedies	Link	2022


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