

**MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE****SOP FOR INDUSTRY INSTITUTE INTERACTION CELL**

Issue No : 01

Revision No: 00

Doc. No: EOMS-MITS/SOP/10

Issue Date: 01/06/2023

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**Purpose:**

Industry Institute Interaction cell (IIC) is established for bridge the gap between the institute and industry and thus enhancing the relationship among each other.

This cell identifies the industrial expectation and promotes institutional preparation for meeting industrial needs by facilitating sponsored R&D projects, seminars, workshops and various other industrial training programmes.

**Objective:**

The aim of the cell is to make an effective contribution to educational system identifying the gap between academic curriculum and need of the industry.

Industry Institute Interaction promotes in equipping faculty to latest practices and makes the students industry-ready by providing exposure to current industry practices and hone their skills to adapt changing technologies.


The primary focus of IIC is to interact with elite industries across the country and establish partnership with them.

**Suggested Activities of the Cell:**

The institute has set up an Industry-Institute Partnership Cell to carry out the following activities:

- Bridging the gap between Industry-Institute by interactive programs
- Promoting a partnership approach towards mobilising industrial personnel.
- To arrange for students' industrial visit.
- Organizing seminars, symposium, exhibitions and workshops both for faculties and students in cutting edge technologies to cater to the current need of the industry.
- To arrange industrial training for students and faculty members.
- To identify the opportunities for student project work in Industries.
- To encourage the department level tie-ups or MoU with Industries for the mutual benefit.
- To promote consultancy activities and research and developmental activities with industry.
- To enrich the teaching learning process through identified industrial gap.
- To invite industry experts for guest lectures, seminars Brain-storming sessions and expertise sharing.

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### Roles & Responsibilities

- **Coordinator:**  
To initiate different collaboration with industries at institute level by identifying the industrial expectation and promoting institutional preparation for meeting industrial needs by facilitating project work, seminars, workshops and various other industrial training programmes.
- **Committee Members:**  
To identify the gap in the curriculum keeping in mind the Program Specific Outcome of their respective department and cater to them by initiating different events, workshop, industry visit etc. in collaboration with different industries.
- **Student Members:**  
To identify the need of the industry and current trend by getting the requirement from the students for initiating different events, workshop in collaboration with different industries.

### Committee Composition

#### *Advisory Committee*

- Principal – Chairman
- HOD's – Member
- Representatives from Industries – Member
- Alumni Entrepreneur – Member
- Representative from Industry Associations/ Entrepreneurs – Member
- Representatives from reputed R&D institutions of the region – Member
- Training and Placement Officer – Member
- Chief Coordinator of the Cell - Convener

#### *Internal Committee*

- Coordinators
- Faculty members from each department
- Student members from each department

### Meeting

The Advisory committee should meet twice in a year.

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**Sample E-mail to be shared with Industry Person to invite them to be member of IIIC Cell, MITS.**

**Sub: Invitation to be Board Member of IIIC, MITS**

Dear Sir,

Greetings from MITS...!!!

I am pleased to invite you to be a member of our Industry Institute Partnership Cell (IIPC).

Industry-Institute Interaction Cell of MITS is established to bridge the gap between the institute and industry and thus enhancing the relationship among each other.

The primary focus of IIIC, MITS is to interact with elite industries across the country and establish partnership with them.

**Function of the Cell**

The institute has set up an Industry-Institute Partnership Cell with the following objectives:


- Bridging the gap between Industry-Institute by interactive programs
- Promoting a partnership approach towards mobilizing industrial personnel.
- To arrange for students' industrial visit.
- Organizing seminars, symposium, exhibitions and workshops both for faculties and students in cutting edge technologies to cater to the current need of the industry.
- To arrange industrial training for students and faculty members.
- To identify the opportunities for student project work in Industries.
- To encourage tie-ups or MoUs with Industries for the mutual benefit.
- To promote consultancy activities and research and developmental activities with industry.
- To enrich the teaching-learning process through the identified industrial gap.
- To invite industry experts for guest lectures, seminars Brain-storming sessions and expertise sharing.
- To create and explore the research opportunities through industry collaborations.

Requesting you to kindly accept our invitation.

Thanks & Regards,  
Name of the Coordinator of IIIC Designation,  
MITS Contact Details:

Note: The sample format is indicative only. Appropriate amendments may be incorporated.

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**Sample Format of MoU**

**MEMORANDUM OF UNDERSTANDING (MoU)**

BETWEEN

<<Institute Name>>

AND

<<Industry Name>>

This Memorandum of Understanding (hereinafter called as the 'MoU') is entered into on this the .....day of Month 2021..... by and between.

<<Institute Name>>, the First Party represented herein by its Principal / Director / Head of Institution <<Institute Name>>, And <<Industry Name>>. The Second party, and represented herein by its Centre Head / Director / Managing Director <Person Name with designation>>

WHEREAS:

A) First Party is a Higher Educational Institution named: <<Institute Name>>.

B) First Party & Second Party believe that collaboration and co-operation between themselves will promote more effective use of each of their resources, and provide each of them with enhanced opportunities.

C) The Parties intent to cooperate and focus their efforts on cooperation within area of Skill Based Training, Education, Placement, Industrial Visit, Expert Lecture.

D) <<Industry Name>>, - the Second Party is engaged in << related fields>>.

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH IN THIS MOU, THE PARTIES HERETO AGREE AS FOLLOWS:

**CLAUSE 1**

**CO-OPERATION**

1.1 Both Parties are united by common interests and objectives, and they shall establish co-operation.

1.2 First Party and Second Party co-operation will facilitate effective utilization of the intellectual capabilities.

1.3 The parties shall co-operate with each other and shall as promptly as is responsibly practical, relevant agreement.

**CLAUSE 2**

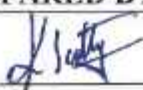
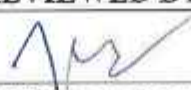

**SCOPE OF THE MoU**


2.1 Industrial Training & Visits: Industry and Institution interaction will provide an insight into the latest developments / requirements of the industries; the Second Party to permit the Faculty and Students of the First Party to visit its group companies and also involve in Industrial Training Programs for the First Party. This will provide confidence & smooth transition for students work. Also the Second party may register on the AICTE Internship Portal for the benefit of students.

2.2 Guest Lectures: Second Party to extend the necessary support to deliver guest lecturers to the students of the First Party on the technology trends and in house requirements.

2.3 Placement of trained students: second party will actively engage to help the delivery of the training and placement of the students of the first party on the technology trends and in house requirements.

2.4 There is no financial commitment on the part of the <<Institute Name>>, the first party to take up any program mention in MoU. If there is any financial consideration, it will be dealt separately.

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2.5 Both Parties to obtain all internal approvals, consents, permissions, and licenses of whatsoever nature required.

**CLAUSE 3**

**VALIDITY**

3.1 This Agreement will be valid until it is expressly terminated by either Party on mutually agreed terms, during which period, the Second Part.

**CLAUSE 4**

**RELATIONSHIP BETWEEN THE PARTIES**

5.1 It is expressly agreed that First Party and Second Party are acting under this MOU as independent contractors, and the relationship established under this MOU shall not be construed as a partnership.


**First Party  
Party**


**Second**

**Head**

**Centre**

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**Sample format for approach letter for Industrial Visit**

**Sub: Request for Industrial Visit to your esteemed organization for MITS  
B.Tech Students**

Dear Sir,

Greetings from MITS!

Established in 1998, Madanapalle Institute of Technology & Science (MITS) has been a beacon of academic excellence on its picturesque 26.17-acre campus near Angallu. Under the proactive leadership of Late Sri. N. Krishna Kumar M.S. (U.S.A) and Dr. N. Vijaya Bhaskar Choudary, Ph.D., Secretary & Correspondent of the Academy, MITS has consistently strived to be a premier center of learning.

As the flagship institute under Jawaharlal Nehru Technical University, Ananthapuramu, MITS has been spearheading professional education in various fields of engineering for over two decades. With 14 distinct verticals of professional programs and an enrollment of nearly 7,000 students, MITS has earned accolades in accreditation from NAAC (A' Grade), NBA, and AICTE. The institution has been awarded Autonomous status by UGC in the academic year 2014-15, which makes it the first of its kind in Madanapalli. Detailed information is available at: [www.mits.ac.in](http://www.mits.ac.in).

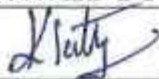


The institute nurtures engineering & management acumen of global standards, innovation and professionalism entwined with free and passionate environment of idea exchange, skill enhancement with a focus on integrity, ethics and human values. The institute takes pride of transforming talents and life of thousands of its present and past students with an impeccable professional track record.

In this context We are writing to request your permission for a day-long visit by our B.Tech students to your esteemed organization. This educational excursion, scheduled for \_ days, will be conducted with a batch of \_ students on each day. We are flexible with the dates and propose to conduct the visit within dd/mm/yy, or as per your convenience.

Allowing our students to experience the practical aspects of your organization's operations will undoubtedly complement their theoretical knowledge and inspire a passion for becoming well-rounded professionals in the future.

The visit may be conducted in \_ days with a batch of \_ on each day.

The preferable dates maybe within dd/mm/yy, or as per your convenience.

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This will complement their knowledge and trigger the passion to be a complete professional in the days to come.

Your kind cooperation in facilitating this visit is highly appreciated. For further details or to discuss the schedule, please feel free to contact me at [Your Contact Information].

Thanks & Regards,

Name

Designation,

Madanapalle Institute of Technology & Science (MITS)

Contact:

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