

**PARTNERSHIP ACTIVITY AGREEMENT FOR JOINT SERVICE ON GRADUATE  
THESIS COMMITTEES**

**Addendum to Memorandum of Understanding**

**Dated January 1, 2014**

**between**

**Indian Institute of Technology Madras and Purdue University**

**WHEREAS**, Purdue University (Purdue) and Indian Institute of Technology Madras (IIT Madras) executed a Memorandum of Understanding with an effective date of January 1, 2014; and

**WHEREAS**, Purdue and IIT Madras desire to promote collaborative research, educational and engagement activities, and graduate student exchanges; and

**WHEREAS**, Purdue and IIT Madras agree to the framework for joint service on graduate thesis committees defined in this document;

**NOW THEREFORE**, it is mutually agreed as follows:

**I. TERMS OF AGREEMENT**

It is mutually understood that:

- a) external service on graduate thesis committees can foster research collaborations;
- b) requests for approval of external members of thesis committees will typically be initiated by faculty members or research groups at the two institutions with established collaborations and/or interest in establishing new collaborations;
- c) it is desirable to have external members of thesis committees participating early in the thesis project, e.g. at or before the preliminary (Purdue) or comprehensive (IIT Madras) exam;
- d) each institution will follow their established procedures for approval of external members of thesis committees (current procedures are stated below; current procedures as of the time of request will be applicable);
- e) upon approval, an external member can serve as either a member or a co-chair (Purdue) / co-advisor (IIT Madras) of a graduate student's thesis committee.

**II. CURRENT PROCEDURES AT THE INSTITUTIONS**

**II.a. IIT Madras Procedure**

At IIT Madras, the procedure for adding a faculty member of Purdue to the Doctoral Committee or as co-advisor for an IIT Madras Ph.D. scholar is as follows:

- The concerned faculty member at IIT Madras will first obtain in writing the consent of a collaborating faculty member at Purdue University to serve on the Doctoral Committee (DC) or to serve as co-advisor for the IIT Madras Ph.D. scholar.

- The concerned IIT Madras faculty member will then convene a meeting of the DC of the scholar, and propose the addition of the Purdue faculty member as Committee Member or as co-advisor, after a presentation of his/ her credentials.
- The DC will consider and forward a recommendation to the Dean of Academic Research.
- In the case of a positive recommendation, the Dean of Academic Research will approve the addition and inform the concerned faculty member at IIT Madras.

## **II.b. Purdue Procedure**

At Purdue, the procedure for adding a faculty member of IIT Madras to the Doctoral Committee (as member or co-chair) for a Purdue Ph.D. student is as follows:

- i) The faculty advisor at Purdue, collaborating faculty member at IIT Madras and PhD student at Purdue agree to the nature of the requested arrangement (member or co-chair of thesis committee) and make an informal request to the appropriate department head (typically the department head in the student's home department).
- ii) The department head requests a "special appointment to the graduate faculty" for the IIT Madras faculty member. The request provides information on:
  - a. name, title and contact information for IIT Madras faculty member;
  - b. type of request (special appointment to the graduate faculty);
  - c. expertise of the IIT Madras faculty member, including technical expertise that is relevant for the student's proposed research area as well as experience in supervising graduate research;
  - d. responsibilities and privileges for the IIT Madras faculty member including "service on thesis committee" or "co-chair of thesis committee", as agreed by the Purdue faculty member, IIT Madras faculty member and PhD student.
- iii) Following endorsement by the Dean in the relevant college, the Graduate School evaluates the request, based on guidelines described in Appendix M of "Policies and Procedures for Administering Graduate Student Programs."
- iv) Once approved as a special member of the Purdue graduate faculty, the IIT Madras faculty member is eligible to serve on Purdue thesis committees at the designated level (PhD, with privileges also extending to MS thesis committees) within the specified academic department. The appointment is typically for a 5-year period, and is renewable.

## **III. RELATIONSHIP TO MEMORANDUM OF UNDERSTANDING**

This Activity Agreement is an addendum to Memorandum of Understanding between Indian Institute of Technology Madras and Purdue University that was executed January 1, 2014. All provisions in the Memorandum of Understanding remain in full force and effect for activities covered under this agreement.

**IV. PERIOD OF AGREEMENT**

This Activity Agreement shall be effective upon the date of final execution and will remain in full force for a period of five years. This Activity Agreement may be renewed beyond five years by mutual agreement. In addition, either university may terminate the Activity Agreement by providing notice to the other party in writing.

**V. FUNDING**

Each party is responsible for their own expenses incurred in relation to the activities described in this Activity Agreement. There will be no financial obligations imposed on either party as part of this Activity Agreement.

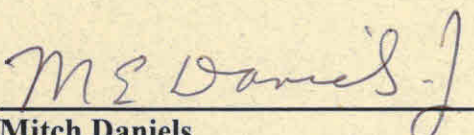
**VI. USE OF NAME**

IIT Madras will not use the name of Purdue, nor of any member of Purdue's program staff, in any publicity, advertising, or news release without the prior written approval of an authorized representative of Purdue. Purdue will not use the name of IIT Madras, or any employee of IIT Madras, in any publicity, advertising, or news release without the prior written approval of IIT Madras.

**IN WITNESS WHEREOF**, Purdue University and Indian Institute of Technology Madras have executed this Agreement as of the date of last signature below.

**Signing for Purdue University**

**Signing for Indian Institute of Technology Madras**

  
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**Mitch Daniels**  
**President**

**Prof. Bhaskar Ramamurthi**  
**Director**

11/7/14  
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7<sup>th</sup> Nov 2014  
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**Date**

**Date**