

MAMMA MARGARET HALL – ST. ANTHONY’S COLLEGE

Shillong -793 001

(MOU for the Girls’ Hostel of the College)

Agreement between the Salesian Province of Shillong, represented by Rev. Fr. Paul Olphindro Lyngkot SDB, Province of Shillong (*Hereafter* SDB Shillong) and the Missionary Sisters of Mary Help of Christians, Shillong Province, represented by Rev. Sr. Mary Concepta Dkhar MSMHC, Provincial of Shillong, (*Hereafter* MSMHC Shillong) regarding the apostolate of Mamma Margaret Hall –the Girl’s Hostel of St Anthony’s College, Shillong.

Preamble:

The original contract of collaboration between the SDB Shillong and MSMHC Shillong for the management of Mamma Margaret Hall was signed on 11-02-2011 by the then SDB Provincial of Guwahati and MSMHC Provincial of Shillong for a period of two years. At the expiry of the term, the present agreement is a renewal of the collaboration between SDB Shillong and MSMHC Shillong.

Particulars of Collaboration:

1. MSMHC Shillong will collaborate with the SDB Shillong at St. Anthony’s College, in the matters of managing the Women’s Hostel as Warden and Assistant Warden.
2. There shall be two Sisters who will reside in the Hostel: A Warden and an Assistant Warden. The Warden shall be a full time member present in the hostel. The assistant warden shall be involved in the department of value education as a faculty teaching in the college.
3. The sisters appointed should be capable of managing and accompanying college going girls who are adults. It is required to appoint a sister who has the qualification (MA Christianity/M. Th or at least B Th) and the aptitude to teach Value Education / Catechism in the College.
4. Sister who teaches in the College will be paid the relevant amount as for the lecturers on College Posts with the starting scale **(Rs. 30,000-700-40500-800-52500)** as on 1st April, 2017.
5. In the case of any sister being sent as Warden or Assistant Warden at Mamma Margaret Hall, it has to be **in prior consultation with the Principal and the Rector** of St. Anthony’s College.

6. The remuneration to the Sister who is the warden and not teaching in the College will be a lump sum starting amount of Rs. 20,000.00 (As on 1st July 2019), with annual increment as of the support staff of the hostel. A sister joining fresh will be paid as per the rule with the starting amount applicable for the post be it as the teaching faculty in the college or be a warden in the hostel.
7. The three Guest Rooms in the hostel are meant for guest lecturers of the College and the specific needs. The allotment of these rooms shall be by the College Management.
8. In the matters of running the Hostel the following points are to be kept in mind:
 - (i) Appointment of staff (kitchen, support, etc.) – The Rector and the administrator of the College should be on the panel of the selection committee for appointing any kitchen or support staff.
 - (ii) Admission, Establishment, Maintenance, Mess Fees etc. – The Admission, fee, room rent, maintenance fee and establishment fee should be deposited in an account to be operated by the Principal and the Rector / Administrator of the College. The caution deposited in an account to be operated by the Warden. The Mess fees will be collected by the Warden of the Hostel in collaboration with the Mess Committee (students) of the hostel.
 - (iii) All Admissions to the Hostel will be in consultation with the Rector/ Principal. If any hosteller admitted wishes to leave or is being sent away, it should be in consultation with the Rector/Principal.
 - (iv) Finance – The Electricity bills will be paid by the Rector / Administrator / Principal from the account operated by them. The monthly payment to the support staff shall be routed through the Warden of the Hostel.
 - (v) Accounting – The Warden shall prepare the account of the Hostel and shall submit to the Principal for incorporating into the Registered Society's Account. The Rector / Principal / Administrator shall prepare the account of the hostel relating to the other fees.
 - (vi) Pastoral Animation – the Warden shall collaborate with the Rector in the spiritual animation of the hostellers.
 - (vii) Discipline – the Warden shall be in-charge of the disciplinary matters in the hostel. In case of need, the Rector of the Principal may intervene in disciplinary matters. Sufficient reason should be the cause for dismissing a student from the hostel.

Amendment if required of any of the clauses stated above shall be with prior contribution with the Rector and the Principal of the College.

This agreement, for a period of Three years, has been signed by the Provincial of the Salesian Province of Shillong and the Provincial of the Shillong Province of the Missionary Sisters of Mary Help of Christians in the presence of witnesses:

Sr. Mary Concepta Dkhar. MSMHC
Provincial, MSMHC, Shillong

Seal:



Sr. Maria Goreti Sangma MSMHC
Vice Provincial

Place:Shillong.....

Fr. Paul Olphindro Lyngkot, SDB
Provincial, SDB, Shillong
(President, Governing Body,
St. Anthony's College, Shillong)

Seal:



Fr. John Zosiama SDB
Vice Provincial

Dated:23-09-2019.....