

ADAMAS UNIVERSITY

Adamas University (Research, Innovation and Extension) Regulations, 2019

Endorsed by the Academic Council vide meeting dated 04.11.2019 (Agenda No.5.23 c.)

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Adamas University (Research, Innovation and Extension) Regulations, 2019

These Regulations shall be known as Adamas University (Research, Innovation and Extension) Regulations, 2019 and will be effective from the date of notification by the University. These Regulations shall supersede all existing Regulations in these regard.

1. Preamble

Adamas University has been and will *pursue excellence* as its core theme of imparting education. In order to encourage excellence, the University shall promote Research, Innovation and Extension as the vehicle for growth. To this end, the University shall be governed by well-defined and structured policy as laid down by these Regulations.

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3. Promotion of Research

For promotion of Research, the University shall take several steps as enumerated below:

i. **Provision for seed money to teachers for research**

In order to encourage research by the members of faculty, the University shall provide seed money towards expenses for conducting research. The eligibility, manner of distribution and amount of fund for different categories of teachers will be notified by the University from time to time. The amount of fund earmarked for seed money shall be provided in the University budget.

ii. **Central Instrumentation Centre**

For facilitating major research or research projects having multi-disciplinary dimensions, the University shall set up a Central Instrumentation Centre which will be the store house of major and sophisticated instruments. For this purpose, infrastructure including building, laboratories and allied facilities will be set up. All instruments and machineries with procurement cost of Rs. 10 lakh and above will merit inclusion in the Central Instrumentation Centre. However, a Managing Committee consisting of senior academicians and administrators of the University and external experts will be constituted by the Vice Chancellor for overall management of the centre. Inclusion or otherwise of an instruments to the centre will be decided by the Managing Committee. The operational guidelines will be framed by the Managing Committee with the endorsement of the Vice Chancellor and the approval of the Chancellor.

iii. **Central Fabrication Facility**

Like Central Instrumentation Centre, there shall be a Central Fabrication Facility to facilitate fabrication activities as a central facility. The list of machineries and other facilities for procurement, installation, maintenance and disposal will be controlled by a Managing Committee as constituted by the Vice Chancellor. The operational guidelines will be framed by the Managing Committee with the endorsement of the Vice Chancellor and the approval of the Chancellor.

iv. **Media Laboratory/ Business Laboratory/ Studios**

There shall be Media Laboratory/ Business Laboratory/ Studios in the University. These facilities will be under the administrative control of a Managing Committee constituted by the Vice Chancellor. The operational guidelines will be framed by the Managing Committee with the endorsement of the Vice Chancellor and the approval of the Chancellor.

v. Research/ Statistical Database

The University shall set up a Centre for Research/ Statistical Database under the administrative control of an academician/ official designated/ nominated by the Vice Chancellor. The operational guidelines will be framed with the endorsement of the Vice Chancellor and the approval of the Chancellor.

4. Resource Mobilization for Research

i. Mobilization of Resources from Non- Government Sources

Research projects are extensive activities and require funds for meeting short term and long term expenditure. It is difficult for any University to fund all research activities and projects undertaken by the members of faculty individually or by the Departments or Schools. In order to mobilize resources from different sources, particularly from Non- Government Sources, the HODs of Departments or the Deans of Schools or any member of faculty may take initiative to contact different Non-Government sources for mobilization of fund under projects or schemes designed for the purpose. However, the terms of funding and other related conditions have to be ratified by the Faculty Council of the School. The recommendation of the Faculty Council shall be placed before the Academic Council for acceptance and before the Governing Board for approval.

ii. Mobilization of Resources from Government Sources

Different Departments and Organizations under Government of India and also under the State Government and different funding agencies of the Central Government and the State Government will be approached by the members of faculties, the Departments, the Schools and the University for funding of research projects undertaken under specified schemes. However, the acceptance of the fund and the terms therefor needs to be endorsed by the HODs and Deans before approved by the Vice Chancellor.

5. Innovation Ecosystem

The university shall create innovation culture by organizing various kind of programs such as ideation programs, collection of innovations from research undertaken in academic, extension, extramural and outreach programmes.

i. Incubation Centre

- a. The University shall incorporate an Incubation Centre that has all the facilities for incubating the innovations.
- b. A major invention achieved out of research may be innovated and the same may be incubated in the Incubation Centre which will be augmented from time to time. However, the proposal would require endorsement of the Faculty Council and approval of the Vice Chancellor.
- c. Students will be allowed to select an incubated product and use the same

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to be developed in large scale through separately established start-up. All the training required for the students to become entrepreneurs will be imparted.

ii. Workshop/ Seminars

The University will encourage holding of Workshop/ Seminars on regular basis by Departments and Schools. There may be Workshop/ Seminars arranged centrally on matters of high academic and professional interest. For each of the Workshop/ Seminars, it shall be mandatory for the organizers to keep relevant documents on record for production/ submission in future to the University and also to other bodies including regulatory bodies. The academic section of the Registrar's Office shall keep records of all the Workshop/ Seminars held in the University with relevant details. It shall also be mandatory for the organizers of any Workshop/ Seminars to send relevant information/ document to the Office of the Registrar for record. It shall also be mandatory for the organizers to obtain necessary approval from the University authorities and also from the concerned Government agencies where applicable. The Office of the Registrar will issue necessary guidelines for holding Workshop/ Seminars including getting administrative and financial concurrence.

iii. Intellectual Property Right

Universities are built up as the hubs of human resource cultivation, Ideas float, creative instincts generated, and efforts are deliberated to formalize these ideas and hone creative efforts for the betterment of life and living of human being in this world. Thus, Universities foster knowledge and sizzle it to transcend to wisdom. This is what is in entirety termed as the domain of intellectual property, in short, IP. Formalizing such concretized new ideas and creative arts and crafts are constant efforts made in the Universities in various forms of art, science and technology. Thus inventions, innovations, literary work, artistic works, designs, symbols, names, logos, images constitute important components of Intellectual Property. IP plays an important role in providing a competitive edge to any organisation. It is necessary and beneficial to protect these creations and creative efforts of the originators to incentivize the more and more idea formulation, creation of art and encouraging proper and economic exploitation of such IP by legally recognizing the proprietary right of the originator who tries to concretize such newer ideas and creative art. Law of the Nation provides such recognition through a detailed procedure for protection of these rights, commonly known as IPR belonging to individual generator of novel ideas and also of the institution to which such originators belong to against all transgressors. The legal procedure for procuring the protection is a bit complicated. Protection may have to be taken globally. Adamas University shall encourage innovation through Intellectual exercises and the knowledge so created would be documented, legally preserved and harnessed through the Centre for Intellectual Property Rights (CIPR) created for



the purpose. Detailed Regulations concerning Intellectual Property Rights is given in the **Annexure 1**.

iv. Industry-Academia Innovative Practices

As a continuous process, the University shall make interaction with the Industries for meaningful exchange of ideas and sharing of knowledge and expertise. Such interaction is a dynamic process and will keep on changing with change of perspectives. Participation of experts from Industries in different bodies of the University, viz. Departmental Council, Faculty Council, Academic Council etc. and also in Workshop/ Seminars, visiting lectures etc. will create foundation for Industry-Academia Innovative Practices. All such interaction and practices would require due endorsement and approval of concerned authorities as may be prescribed.

v. Patents

- a. Each major innovation shall lead to filing a Patent with the endorsement of the Vice Chancellor and under the approval of the Chancellor.
- b. The university shall provide support required for filing the patents and also for completing the ground work required to get the patents registered and licensed.
- c. The university shall provide required support to the faculty for filing IPRs and copyrights when it has been proved by the faculty that such a filing is necessary to protect the value of the research done.

6. Research Publications and Awards

i. Code of Ethics on Publications

The Adamas University hereby makes policy on all aspects of misconducts like fabrication and falsification research results/ data, plagiarism, or any other serious deviation from accepted norms and practices in proposing, carrying out, or reporting results arising out of research carried at the University.

Students including Research Scholars and Faculty Members need to ensure that original work would only be written in a form of Paper and submitted for publication to any journal or a Book to any publishing house for its publication.

In case, the work and/or words of others are used in any publication of Paper or Book etc., this needs to be cited appropriately as per established norms and guidelines.

Publications that have been influential in determining the nature of the work reported in the thesis/research paper should also be cited. Plagiarism takes many forms, from "passing off" another's paper as the author's own, to copying or paraphrasing substantial parts of another's paper (without acknowledgement), to claiming results from research conducted by others.



Plagiarism in all its forms constitutes unethical publishing practice and deserves condemnation.

All submitted thesis/research papers being considered for award of degrees by the University shall be required to undergo through appropriate plagiarism detection test and an Anti-Plagiarism certificate to be issued by the Office of the Registrar for submission of thesis. This Office will also maintain and ensure the anti-plagiarism certification to all thesis/ research papers as well as all research publications emanating out of all types of sponsored research projects funded by various agencies at national and global level.

ii. Incentive for Teachers on Receiving Recognitions/ Awards

Adamas University shall encourage excellence in all areas of academic pursuit. When a teacher receives any recognition or award from an external agency as a result of his/ her pursuit for excellence and thereby raises the Institution to greater height, the University in response shall incentivise the effort with appropriate monetary and non-monetary benefits. The details shall be worked out and notified by the University from time to time.

iii. Publication of Books, Publication of Chapters in Edited Volumes, Publication of Papers in Conference Proceedings and Other Publication

In its pursuit for excellence, the University encourages proper documentation of all academic activities through Publication of Books, Publication of Chapters in Edited Volumes, Publication of Papers in Conference Proceedings and Other Publications. It shall be mandatory for everybody belonging to the University to send official information to the Office of the Registrar about any Publication of Books, Publication of Chapters in Edited Volumes, Publication of Papers in Conference Proceedings and Other Publications. A copy of the publication, both in printed and digital form shall accompany the communication to the Office of the Registrar. The Office of the Registrar shall maintain proper record of such publications in appropriate order for retrieval of the same in future.

iv. Bibliometric of Publication based on Citation Index

The University shall maintain Bibliometric of Publication based on Citation Index as per recognized agencies viz. SCOPUS, WEB OF SCIENCE, PUBMED, INDIAN CITATION INDEX etc. To this end, It shall be mandatory for everybody belonging to the University to send official information to the Office of the Registrar about any Publication of Books, Publication of Chapters in Edited Volumes, Publication of Papers in Conference Proceedings and Other Publications giving the relevant details as may be necessary for creating Bibliometric of Publication based on Citation Index.



7. Consultancy

Consultancy is an important aspects of research in both basic and applied areas and involves giving technical and scientific advice or time bound and focused research inputs to industries, government bodies, public sector undertakings and society. There may be some consultancy activities having no research activities like routine Laboratory and other testing of materials, devices or products; analysis of data e.g. market surveys, opinion survey; designing; legal & medical advice etc. performed under contract for a third party against a fee.

However, striking balance between consultancy and the traditional roles of the academic staff and protecting University interest would be very important. This Policy provides provisions for conducting consultancy to ensure that consultancies undertaken by Faculty Members and Staff are consistent with the University's strategic and operational objectives and the costs are sustainable.

Adamas University shall encourage its Faculty Members for making available their expertise through service to industry, government and other educational and research organizations. Detailed Regulations for consultancy is given in Annexure 2.

8. Extension Activities

i. Sensitization of Students on Social Issues

Adamas University has been created and supported by the Society. The University has a responsibility to do something substantial for the benefit of the Society. This is possible by extending its activities beyond the campus to reach out to the Society. This is called Extension Activities of the University.

All Departments and Schools shall make plans/ projects for extending the respective activities of the University to the Society and for the benefit of the Society. The activity plans including financial budget, shall be duly endorsed by the concerned HODs and Deans and shall be placed for the approval of the Vice Chancellor. The students would be sensitized on social issues through these extension activities. The organizing Departments/ Schools/ Officials shall keep records and documents for extension activities for future reference and for statistical needs.

ii. Collaboration with Government/ Non- Government /Recognized Organizations

Efforts shall be made to involve/ collaborate with Government/ Non-Government /Recognized Organizations in the extension activities of the University. The organizing Departments/ Schools/ Officials shall keep records and documents for extension activities for future reference and for statistical needs.



iii. National Service Scheme

The University shall register under National Service Scheme (NSS) under Ministry of Youth Affairs and Sports, Government of India. Appropriate number of NSS units will be set up and students will be enrolled accordingly. NSS units of the University shall organise programme/ activities on regular basis within and outside the campus. The records and documents of such activities shall be preserved for reference.

9. Collaboration

i. Collaborative Research

The University shall encourage eminent and enterprising professionals from industry/ national laboratories/ academic institutions to take up joint resource projects with the members of faculty of the University. The University shall also encourage the teachers to carry on research work and publish papers jointly with the teachers of other Institutions/ Universities. However, any proposal for such collaborative work would require endorsement from respective HOD and the Dean and approval of the Vice Chancellor.

ii. Faculty Exchange

To promote assimilation of ideas, culture, values and educational pedagogy, the University shall encourage exchange of faculty with other Institutions for limited period. The Departments, Schools and the University shall take initiative for such exchange of faculty under such terms and conditions as may be endorsed by the Vice Chancellor and approved by the Chancellor. Regulatory stipulations and law of the land should be kept in mind while finalizing the programme.

iii. Student Exchange

To promote assimilation of ideas, culture, values and blending of skill and knowledge, the University shall encourage exchange of students with other Institutions for limited period. The Departments, Schools and the University shall take initiative for such exchange of students under such terms and conditions as may be endorsed by the Vice Chancellor and approved by the Chancellor. Regulatory stipulations and law of the land should be kept in mind while finalizing the programme.

iv. Linkages with Institutions/ Industries (for Internship, On the Job Training, Project Work, Sharing of Research Facilities etc.)

In order to supplement the knowledge acquired by the students through curricular academic programmes, it is necessary that they acquire appropriate skill and application level knowledge through intervention with the industry and the Society. The Departments, Schools or officials/ sections entrusted for the purpose shall take initiative to depute the students of the University for internship, on the job training, project work and similar other skill and



knowledge oriented activities. However, any such arrangements shall require approval of the authority entrusted by the University for the purpose.

v. **Memorandum of Understanding (MoU)**

All arrangements and understandings with outside Institutions/ Organizations shall be documented through Memorandum of Understanding (MoU) executed between the parties. On behalf of the University the MoU will be generally signed by the Registrar except otherwise stipulated by the rules. All MoUs shall conform to the Act, the Statutes and the Regulations of the University beside stipulations of the regulatory bodies and the Government.

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Annexure 1

ADAMAS UNIVERSITY INTELLECTUAL PROPERTY (IP) REGULATIONS

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S. No	Title
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2	IPR Policy (Frequently Asked Question)
3	Responsibilities of CIPR
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5	Disclosure of the creations to the University
6	Ownership of creations
7	Technology transfer with other agencies on IPR matters
8	Conflict of interest and dispute resolution

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1. Introduction

Universities are built up as the hubs of human resource cultivation, ideas float, creative instincts generated, and efforts are deliberated to formalize these ideas and hone creative efforts for the betterment of life and living of human being in this world. Thus, Universities foster knowledge and sizzle it to transcend to wisdom. This is what is in entirety termed as the domain of intellectual property, in short, IP. Formalizing such concretized new ideas and creative arts and crafts are constant efforts made in the Universities in various forms of art, science and technology, thus galore inventions, innovations, literary work, artistic works, designs, symbols, names, logos, images. IP plays an important role in providing a competitive edge to any organisation. It is necessary and beneficial to protect these creations and creative efforts of the originators to incentivize the more and more idea formulation, creation of art and encouraging proper and economic exploitation of such IP by legally recognizing the proprietary right of the originator who tries to concretize such newer ideas and creative art. Law of the Nation provides such recognition through a detailed procedure for protection of these rights, commonly known as IPR belonging to individual generator of novel ideas and also of the institution to which such originators belong to against all transgressors. The legal procedure for procuring the protection is a bit complicated. Protection may have to be taken globally.

The faculty, research scholars, scientists, students and other personnel of Adamas University have complete freedom to remain actively engaged in various research and development activities of diversified nature. Many of these research and development lead to different forms of IP that may likely to be commercially exploited after being protected by IPR. Legal procedure of formalizing such IPR in various forms is a bit complicated and requires specialized person to do the job to make all creators of ideas and artists free to devote themselves fully in their job. For that work, Adamas University has opened **Centre for Intellectual Property Rights (CIPR)** to encourage, facilitate, promote and safeguard scientific investigation and research, and innovations created in this knowledge hub of Adamas University. CIPR is acting as nodal centre for carrying out all the activities related to IP.



2. IPR Policy (Frequently Asked Question)

2. What is IPR Policy: A policy statement is a written document outlining the answer to the WHAT, WHO, HOW, and WHY of IPR in the AU.
- 2.1 (a) Promotion of IP consciousness amongst the University in general, researchers, faculty members in particular through sensitization programs;
- 2.1 (b) Conduct occasional and regular courses on various forms of IPR at appropriate level of University education;
- 2.1 (c) Conduct outreach program for the community and various intermediaries who are end users of various forms of IPR or are engaged in public services having connected with various forms of IP;
- 2.1 (d) Make people understand various forms of IPR creation, maintenance and use within the life of IPR, such as rights in patent, copyright, trademark, industrial design, integrated circuit, geographical indication, trade secret; farmer & breeders right, right on biodiversity.
- 2.2 (a) IPR to be created in whose favour if the IP is generated by way of fundamental and facultative research or sponsored research, group research, or applied research;
- 2.2 (b) What would be the role of the University in motivation, creation, procedural expenditure, ownership of the IP with the originator, Commercialization, sharing the revenue, and management;
- 2.2 (c) What would be the role of the University in case of any litigation involving any of the IPR processed through the CIPR;
- 2.3 (a) How would IPR be managed;
- 2.3 (b) How would IPR be valued;
- 2.3 (c) How would transaction on IPR be maintained and with what conditionality;
- 2.3 (d) How would IPR records be kept and information shared;
- 2.3 (e) Developing methodologies for assessment of creations resulting from regular activity in the university and protecting them with the appropriate tools of the IPR;
- 2.3 (f) Evaluating of patentability criteria of new technology either, product or process to be determined by conducting search and other means;
- 2.4 (a) IP being a non-material, invisible, and intangible property, people are unaware and unmindful of their claim right unlike a landed property;
- 2.4 (b) IPR is only to be created under law, often one completely lose your ownership claim because of not following some procedural lapse;



- 2.4 (c) One may lose one's product or process claims though that has been the product of hard labour;
- 2.4 (d) An institution may be disintitled to have its researcher getting a claim and University building credibility for an unjust cause.

3. Responsibilities of CIPR:

3. CIPR shall bear the following responsibility:

- 3.1 To increase the IP awareness in the University among all students, researchers, faculties and other staff and hold international, national, and domestic seminar, workshop, policy preparation and presentation, and organizing regional negotiations with Governments, Universities authorities, industry-colloquium etc.
- 3.2 To assist the researchers and others who are generally concerned with forming ideas and expressing the new frontiers of knowledge by creation and innovation at various stages;
- 3.3 To evaluate the creations and their proprietary protection requirement when conducted in this University under different avenues such as in usual teaching-learning-research as regular program or in fundamental research work or applied or sponsored work;
- 3.4 To search and research on patentability and advice the University on filing for right claim;
- 3.5 To Advice on trademark, design mark, branding of institution and/or product, production of copyrighted materials and protect performing rights and leasing/renting of copyrighted materials;
- 3.6 To maintain IP Portfolio of the University;
- 3.7 To create linkages with knowledge transfer agencies for commercialization of University IPR;
- 3.8 To initiation and participate in processes for the transfer of University's technologies and IPR for commercialization facilitation of all IPR transactions between CIPR and external agencies;
- 3.9 To make drafts of all contracts licensing, Assignments, Non-Disclosure Agreements, Material Transfer Agreements, Publication etc.;
- 3.10 To Advice on clauses related to IPR in all agreements, contracts, non-disclosure agreements, material transfer agreements and their like;
- 3.11 To execute all functions to ensure implementation of the IPR Policy;



3.12 To assist drafting of claim statements and take all administrative proceedings in the creation of IPR for and on behalf of the University.

4. Elements of Intellectual Property Rights covered under IP Policy

This IPR policy provides the guidelines on ownership of the originator or innovator and processes to be followed for their protection by way of using the various tools of IPR such as

- (a) Patents in the case all forms invention and innovations including software provided software per se is not patentable
- (b) Industrial Designs registrations in case of any product or institutional; insignia or expression or identification mark by way of Trade Mark and Industrial design protection
- (c) Copyrights in case of any writings in the form of book, articles or any other expressions in print media; electronic media and cinematography, or any creative art, performing art, musical art etc.
- (d) Topographies of integrated circuits in any form expression of new ideas of communication more efficacious than anyone known IC
- (e) Protection of new plant varieties ensuring farmer and breeders' rights;
- (f) Geographical indication for the unique product or art which is a novelty and specialty of a specific to inhabitants of geographical location;
- (g) Trade secret by way of special Non-Disclosure Agreements NDA) for enabling the innovator or an originator who prefer to keep art of innovation or creation to keep to the self and only passes the information to an authorized person for production and distribution. Initiating joint, sponsored, and joint collaboration with international bodies like WIPO, UNCITRAL, SAARC, and other national & international Trade and IP Bodies; and
- (h) Taking any initiative as the University may direct.

5. Disclosure of the creations to the University

- (1) **Pre-emptory right to Information of the University:** University being a hub of IP through activities of research, creativity, innovation and invention through formation of new new ideas by students, faculty, researchers and other staff is always in the pursuit of protecting IPR through appropriate actions on all innovations and creative arts. All creative efforts and innovations done in the pursuit of teaching-learning-laboratory works are considered as creative art, design, innovation and widening the frontier of knowledge on account of investment of the University on students, researchers and faculty members and hence the University shall have first claim of the complete

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and clear disclosure as may be required by the University on all such inventions, innovations and creative and performing art and culture. The University shall then decide whether such a work is required to be protected by ensuring an IPR or not. If an IPR is required to be created and protected, it would be in whose name, on what term and who shall exploit commercial benefit and in what proportion on what terms! For the same University may have special clauses in an Agreement of admission of students; Agreement of Laboratory use; and Service Agreements to ensure the protection of the University's right.

(2) When information not to be submitted: However, any person creating any art, expression, or product or process through innovation without using any assistance of the University excepting use of Library, such a creative art or innovative product or process or design or writing books, papers etc. may not be disclosed to the University unless University's services/investment are sought for publication, production, use of University's name and insignia, is sought to be used by a person proposing the originator of such creative art or inventing idea and expressing the same in any form capable of individuals IPR protection.

(3) Responsibility to maintain confidentiality: University shall prepare a Register for recording all such information collected including the technical data and secure the maximum confidentiality to the upkeep and maintenance of the Register;

(4) Nature and content of disclosure norm: All creations necessarily to be disclosed to the University using Innovation Disclosure Form (IDF) to enable the authority to decide the next course of action whether the creation

Shall be fully or jointly owned by the University or the ownership of the University will be waived on case to case basis. ii. Whether publicly disclosure and time of public disclosure needs to be protected as University's exclusive and joint ownership of IP.

6. Ownership

6. General principles for IPR claims (excepting copy right)

6.1 All creations regardless of funds made available for the research and development shall be first disclosed to the University as per disclosure requirement



- 6.2 In case of sponsored project(s) which are governed by agreement between University and sponsor institution, the ownership of the IPR shall be governed by the terms and condition of the said agreement.
- 6.3 In all creations under the affiliation of this University, the creator shall not sign any document in respect of the ownership of the IPR of the creations without explicit permission of this University. Further in this circumstance creator has to endorse or assign his/her rights to the University during filing of the application for registration.
- 6.4 If the University decides to own the IP exclusively then the creators have to formally assign their creation of the product/process/ creative or performing art to the University as per guidelines of IP Policy.
- 6.5 University has full or joint ownership on all invention, innovation, creative and performing art within the University facilities on teaching-learning and laboratory assistance by
- (a) Personnel employed by the University in the course of their employment;
 - (b) Students who are enrolled in the courses offered by the University;
 - (c) Faculty / staff / students / research fellows and by their persons engaged in study or research in the University who, as a condition of their being granted access to the University's premises or facilitates, have agreed in writing that this Part shall apply to them; and
 - (d) Persons engaged by the University under contracts for services during the course of or incidentally to that engagement.

University shall bear the initial filing cost of the University's own IP from the respective project grant obtained from various funding agencies excepting the University has any agreement with the funding authority otherwise. If the **project grant** is not sufficient to consider the expense then University may consider a **central IP fund** for such a purpose.

- 6.6 All benefit sharing resulting for commercialization of such IPR shall be based on the condition said by the authority from time to time.

6.7 **Revenue sharing arrangement between University and Creator**

- 6.7.1 It shall be 60:40(Creator: University) of the net earnings from the IP (Patent Right) after adjustment all expenditures to obtain said IP (Patent Right) spent by authority. The sharing arrangement will be periodically reviewed.



6.7.2 Copyright shall be in the name of student solely who has submitted Ph.D. thesis from this University. Right will be settled among Publisher(s) and the author when publish any part of the said thesis. University will not interfere in this matter.

6.7.3 Earnings from Copyright of any Book/Literary/Artistic/Music/Performing Art/Sculpture/Software which are covered under protection of The Copyright Act shall be 80:20(Author: University) after adjustment all expenditures to obtain said IP (Copyright) spent by authority. The sharing arrangement will be periodically reviewed. This fund shall be kept for the litigation expenditure in future.

6.7.4 Sponsored Research & Industrial Consultancy Policy

6.7.4.1 Consultancy is divided into two parts:-

(a) Earnings from Brain Consultancy (Consultant: University:: 75:25)

(b) Earnings from Consultancy with University Resources

(Consultant: University:: 60:40)

6.7.4.2 Sponsored Research Project based Patent (IPR)

(i) Earnings from Industry Funded Project will be shared as

University: Funding Agency: Creator:: 20:20:60 after adjustment

All expenditures to obtain said IP (Patent Right) spent by authority.

The sharing arrangement will be periodically reviewed.

(ii) Earnings from Instrumental Project (For Testing/Analysis with the help of University Resource) will be in the ratio of University: Faculty:50:50.

7. IP transaction, technology transfer with other agencies on IPR matters

7.1 University shall make all resourcable efforts to establish industry partners for the transfer of University's technology through CIPR.

7.2 University shall encourage all students, faculties and staffs into an entrepreneurial mode, and help them to establish start-ups with the help of the CIPR.

7.3 The creators shall make all efforts to ensure that the University does not knowingly infringe of other parties IP.

7.4 This University shall retain the right to engage in any litigation concerning its owned IP and transactions.

7.5 All agreements to be signed by this University have the jurisdiction of the High Court at Kolkata and shall be governed by relevant law of India.



8. Conflict of interest and dispute resolution

The creator(s) of the University's own IP and its associated transactions shall be declared to the University for any potential conflict of interest. In case of any dispute between the creators and the University with regards to the IP Policy and its compliance, the aggrieved creator(s) may appeal to the Chancellor of this University and he shall arrange to address the concerns by appointing a committee to look into the matter. On the recommendations of the committee to the Chancellor, the matter shall be decided. In all such cases the decision of the Chancellor shall be final and binding on both the concerned parties.

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ADAMAS UNIVERSITY CONSULTANCY REGULATIONS

1. The Policy

All Research and Non-research consultancies as described in this Policy are governed by the following guiding principles:

- i. There should be demonstrable benefit to the University from the consultancy through income, enhanced reputation, and/or expanding the expertise of the staff member.
- ii. The Consultancy must not be in conflict with the functions, objectives or interests of the University or damage the University's reputation.
- iii. At a minimum, the salary and on-cost charges set by the University must be applied to all project budgets. All Consultancies are required to include overheads.
- iv. Consultancy will be undertaken by Faculty Members in case of having formal consent from that organization.

2. Staff Entitlements

The University allows staff to engage in Consultancies provided they do not interfere with the discharge their duties. Consultancies shall be undertaken only with the approval of the **Appropriate Authority** (Vice Chancellor on the recommendation of Deans of Schools in case of Members of Faculty and on the recommendation of the Registrar in case of Non-Academic Staff).

2.1 The University provides the following benefits to staff undertaking research consultancies:

- (a) Access to the University's financial management processes to support and enable invoices to external organizations for funding and expenditure of project costs.
- (b) Access to the University's resources such as technical and administration staff equipment and telecommunications, subject to approval of the appropriate authority.
- (c) Entitlements to use the University's name and reputation, provided is not brought into disrepute.
- (d) Ability to make reference to their University position and title in connection with the work.

2.2 All Consultancies are required to include overheads.

2.3 The revenue thus generated from the consultancy project is shared by the member and the university in the ratio of a 60:40 after deducting the overheads and all other expenses met by the university. If more than one member takes up the consultancy project, the 60% amount shall be shared equally.



3. Approval

All University approved Consultancies are required to be approved and managed in accordance with this Policy, associated documents, and other University policies. Applications to conduct Consultancy are required to be approved by the Vice Chancellor.

3.1 Exemptions and Variations

Exemptions to the above and variations to the standard overhead charge must be determined at the time of application, explicitly noted on the Research Funding/Consultancy Application coversheet, and approved at the appropriate level of the University.

3.2 Transfers in from Other Institutions

In cases where a Consultancy amount is transferred to the University from another research organization, the overhead will not be taken from the funds where the awarded budget did not include an overhead component.

In cases where a consultancy amount is being transferred to other another research organization from AU, overheads are permissible in accordance with the funding schedule, the agreed overheads awarded will be withheld by the University.

4. Conflict of Interest

Engagement in consultancies must not create a conflict of interest, perceived or actual. Any conflict of interest, actual or perceived must be reported to the appropriate authority of the University for resolution. A conflict of interest may arise where an employee engages in consultancies at the expense of the University's interests or the interests of other employees or students.

An example of a potential conflict of interest includes, but is not limited to:

- financial or non-financial interests;
- teaching or course work for another institution;
- work performed for a supplier of goods or services to the University; or
- work undertaken with an organization to which the University supplies goods or services.

In case of any dispute between the staff and the University with regards to the consultancy policy and its compliance, the aggrieved staff may appeal to the Chancellor of this University and he shall arrange to address the concerns by appointing a committee to look into the matter. On the recommendations of the committee to the Chancellor, the matter shall be decided. In all such cases the decision of the Chancellor shall be final and binding on both the concerned parties.




5. Consultancies with Other Tertiary Institutions

Full-time members of the University staff should not accept regular Consultancies with other institutions without first obtaining the permission of the Executive Dean or delegated University Officer.

6. Intellectual Property

Any intellectual property arising from any Consultancies will be governed by the IPR of the University.

A handwritten signature in blue ink, appearing to be 'D. Singh'.