



# SANTOSH

## Deemed to be University

(Established u/s 3 of the UGC Act, 1956)

**THE MINUTES OF THE 49<sup>th</sup> MEETING OF THE BOARD OF MANAGEMENT HELD ON  
08.08.2020 AT 11.00 AM IN THE CONFERENCE HALL, SANTOSH DEEMED TO BE  
UNIVERSITY, GHAZIABAD, NCR DELHI**

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The Members of the Board of Management who were present in the Meeting the Attendance list is attached in this regard.

At the outset, the Vice Chancellor Dr. Tripta S Bhagat, welcomed all the Members of the Board of Management.

The following Agenda Items were taken up for discussion:

**ITEM: 1**

**CONFIRMATION OF THE MINUTES OF 48<sup>th</sup> MEETING OF THE BOARD OF  
MANAGEMENT HELD ON 27.06.2020 AT 12.00 NOON**

The Minutes of the 48<sup>th</sup> meeting of the Board of Management held on 27.06.2020 at 12.00 Noon were circulated to all Members of the Board of Management for their information and comments, if any. No comments were received; hence, the Minutes **were confirmed**.

**ITEM: 2**

**ACTION TAKEN ON THE MINUTES OF 48<sup>th</sup> MEETING OF THE BOARD OF  
MANAGEMENT HELD ON 27.06.2020 AT 12.00 NOON.**

The Action Taken on the Minutes of 48<sup>th</sup> Meeting of the Board of Management held on 27.06.2020 at 12.00 Noon were circulated to all Members of the Board of Management for their information and comments, if any. No comments were received; hence, the Minutes **were confirmed**.

development and/or refinement of the invention, subject to the approval of the Vice Chancellor or any committee set up for that purpose.

- f) Manufacturer(s) / Industry Partner(s) shall normally not be assigned any ownership of the IP. They shall be assigned licenses or technology transfer agreements to manufacture the invention on a large scale. The royalty sharing shall be negotiable based on the support provided during the initial stages of product development and the investment made in terms of production designing, manufacturing cost, publicity, marketing and sales, subject to the approval of the Vice Chancellor or any committee set up for that purpose. Normally, the inventor(s) shall receive a share not less than 5% of the net profit.

## **11. ROYALTY SHARING**

The income generated by licensing / assigning of IPR or on receipt of royalties associated with technology transfer / specific innovation programs after deducting the all expenses shall be divided as follows:

- a) 60% (sixty percent) of the revenue shall go to the Inventor(s); the share of each inventor may be decided by the Lead Inventor.
- b) 20% (twenty percent) shall go to Santosh Deemed to be University for administration charges.
- c) 10 % (ten percent) shall go to the Investor(s) **if any** and 10 % (ten percent) to the IPR Cell of the University or 20% (twenty percent) shall go to IPR Cell of Santosh Deemed to be University for promotion of IPR activities for the innovation without Investor(s)".

## **B. TO CONSIDER FRAMING OF GUIDELINES FOR CONSULTANCY POLICY - SANTOSH DEEMED TO BE UNIVERSITY.**

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The members of the Board of Management considered the **recommendations** of Academic Council for **Framing of Guidelines For Consultancy Policy and approved** the same as under:



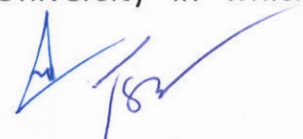


1. That the “**Consultancy Services**” i.e. the application of existing knowledge, expertise and skills to offer services to third parties on contract basis including external appointments and teaching commitments undertaken.

2. That the “**Private Consultancy Services**” i.e. Consultancy Services undertaken in strictly personal and private capacity of the consultant, without involving any direct or indirect use of the University’s resources, name, logo, professional indemnification insurance coverage, and with no liability to the University subject to the following terms and conditions:

- The Private University confirming that Consultancy Services can be undertaken without harming the faculty member’s academic, research or administrative duties, and that the services will not adversely affect the workload of other faculty members.
- The services do not fall within the academic, research or administrative expertise of the faculty Member for which he or she is employed or engaged by the University, unless the Vice Chancellor has given prior approval for such services to be provided.
- University resources, such as laboratories, meeting rooms, IT equipment, software, databases or email, will not be used for the purpose of providing Private Consultancy Services.
- The faculty member assumes full legal and financial responsibility for the services proposed to be provided, including insurance requirements (if any), all tax and similar payments due on his or her earnings, and any insurance requirements. The University will not provide professional insurance or any other insurance for any Private Consultancy Services.
- The prohibitions expressed in this clause and the provisions under which Private Consultancy Services may be performed are essential to protect the University from potential liability, to protect the University’s Intellectual Property, and to ensure compliance with University’s policies governing conflicts of interest. Accordingly, any Violation of above clause shall be grounds for a disciplinary action against the concerned faculty member.

3. That the “**University Authorized Consultancy**” i.e. Consultancy Services provided pursuant to a contract entered into by the University in which





Consultancy Services are provided by a faculty member within his or her area of academic, research or administrative expertise. Such Consultancy Services shall be authorized by the University and may involve the use of University resources, such as professional indemnification insurance, intellectual property ("IP") and other resources. The procedure for the same is as under:

- a. University Authorized Consultancy Services are only permitted in relation to services where the work involved as the service provider is distinct from any project or other assignment undertaken by a faculty member for or on behalf of the University.
- b. A faculty member will only agree to provide University Authorized Consultancy Services with the written consent of the University and in accordance with terms and conditions approved by the University.
- c. The University may approve provision of Consultancy Services by a faculty member only if such services can be undertaken without harm to the faculty member's academic, research or administrative duties, and if the services will not adversely affect the workload of other faculty members.
- d. The maximum days that may be devoted by a faculty member towards University Authorized Consultancy Services shall be 20 (twenty) days per annum or such additional days as may be approved by way of a special permission obtained from the University.
- e. The Dean Research's recommendation and Vice-Chancellor's approval will be required for offering any University Authorized Consultancy Services to ensure compliance with cost recovery guidelines, protection of the University's IP, and the appropriateness of contractual terms including those relating to liability and IP of the University.
- f. Charges for the use of University resources for providing University Authorized Consultancy Services will normally be based on the full cost of resources involved, as determined by the IPR Cell and agreed in writing by the faculty member and the University.
- g. The Vice-Chancellor may, in his / her discretion, decline to offer University's support for any Consultancy Services, but allow the faculty member to provide Private Consultancy Services.



h. Unless justified and recorded in writing, University Authorized Consultancy Services will not be allowed in the following circumstances:

- When the Consultancy Services are towards supporting projects, including research projects, being carried out by the University; or
- When provision of such Consultancy Services would contractually preclude the University or its faculty members from engaging in other research or other Consultancy Services.

i. All faculty members shall annually declare, in writing, the number of days spent by them on University Authorized Consultancy Services, and comply with all relevant University policies governing conflicts of interest or intellectual property.

#### 4. **COMPENSATION FOR UNIVERSITY AUTHORIZED CONSULTANCY SERVICES**

Any income, fees or compensation received pursuant to University Authorized Consultancy Services shall be allocated in the following manner:

- a. The faculty member providing Consultancy services that are involving University resources will receive 30 (thirty) percent and remaining 70 (seventy) percent shall be utilized towards other expenses incurred like illustration purposes, procurement costs, payments to sub-contractors, leasing of supplied, consumables, bench fees etc., by the University.
- b. The faculty members providing Consultancy services that are not involving University resources shall receive 70 (seventy) percent as Consultancy Fee and the remaining 30 (thirty) percent shall be for the University for authorizing the services.

5. It is stated that “**Other Services**” i.e. any ancillary and occasional use of a faculty member’s academic expertise and knowledge in a manner, and includes guest lecturing, serving on scientific advisory boards, research councils and / or other professional associations, etc. shall **NOT** be covered under this policy.





## **6. APPLICATION FOR UNIVERSITY AUTHORIZATION OF CONSULTANCY SERVICES**

The faculty members shall apply for consideration of above Consultancy Services to the Dean Research. The Dean Research after consideration of such requests shall submit to the Vice-Chancellor with his / her comments for further necessary action.

### **C. TO CONSIDER THE ESTABLISHMENT OF INNOVATION, INCUBATION AND ENTERPRISE CENTRE - SANTOSH DEEMED TO BE UNIVERSITY.**

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The members of the Board of Management considered the **recommendations** of Academic Council for **the Establishment of Innovation, Incubation and Enterprise Centre** and **approved** the same as under:

#### **1. "The purpose of establishing Incubation Centre is: -**

- a) To encourage and support establishment and growth of technology-based start-ups in the field of healthcare and medicine.
- b) To contribute Make in India and **Startup India** Mission of the Government of India
- c) To build innovation and job creation, improve employability of graduates, enhance economic health of the region and meet the demands of the society and industry across the entire State.

#### **2. Establishment of Incubation Centre is as under: -**

The Incubation Centre will provide an ecosystem to start-ups of enterprising students, Faculty and immediate alumni of the University and affiliated colleges. The Incubation Centre shall provide working space, common office and Maker's laboratory facilities, business guidance, mentoring, and other technical resources in a network mode at the University.

#### **3. The significance / need for establishing Innovation, Incubation and Enterprise Centre is as under: -**

The dynamic technology landscape demands learning on feet, but throws

