




**MEWAR UNIVERSITY,
GANGRAR, CHITTORGARH,
RAJASTHAN -312901**

CONSULTANCY-POLICY AND PROCEDURE

Compiled by

Internal Quality Assurance Cell (IQAC), Mewar University

Chittorgarh, Rajasthan, India


Registrar Registrar 2018
Mewar University
Gangrar, (Chittorgarh)

AREA

Research and Consultancy

INTRODUCTION and OBJECTIVE:

Mewar University is a self financed university established as per Rajasthan Govt., Mewar University Act -2009 "No. F.2(1) Vidhi/2/2009 in persuasion of clause (3) of article 348 of the constitution of India. The University is recognized and approved under section 2(f) and 12(b) of the UGC act and empowered to confer Degree/Diploma/ certification under 22(1) of UGC act. The Mewar University is NAAC accredited as well approved by AICTE, Pharmacy council of India (PCI), Bar Council of India (BCI), and National council for Teacher Education (NCTE). The University is imparting the higher education since 2009 and provided higher education to thousands of students till now since its establishment. The University offers courses as Under Graduate, Post Graduate, Master of Philosophy and Doctor of Philosophy Courses as well as certificate and diploma courses at its premises.

The Mewar University encourages staff to undertake certain kinds of work, including a range of professional activities and some types of consultancy. It considers that these activities can enhance the standing and reputation of the University and also enables it to respond to the needs of the region in line with Government wishes. It also acknowledges the value of knowledge exchange in the Consultancy is essentially a knowledge based profession and consultants play an important role in technological, industrial and economic developments and are effective agents of change in the society. Consultancy plays an important role in providing a competitive edge to an organization. Keeping in view the importance of higher education in transforming the economic fortunes of a country by emphasizing innovations, Mewar University has taken several measures for

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promoting innovative research by encouraging inter-disciplinary research through inter- university, intra-university, university-institute and university-industry collaborations. It includes an assignment or job basically for providing expert advice, training, testing at laboratories, market research and other related work.

AIM:

- To establish a framework to support Consultancy activities at Mewar University
- Create an attractive brand for the University
- Provide academic staff with extra index of assessment towards promotion
- Promote consultancy practice throughout the University
- Optimize use of infrastructure and facilities
- Develop the staff capacity to carry out consultancies through seminars and workshops

POLICY STATEMENT

- This policy on Consultancy will provide a clear framework to the faculties/research group who are engaged in or wish to engage in consultancy works and to all stakeholders
- The consultancy policy will benefit the teaching programmers and facilitate the new research opportunities.
- Faculty members involved in the Consultancy work can avail on-duty if industry/site visits are required.
- Publication if any arising from consultancy work should include the faculty affiliation of the University and acknowledge for the facilities used from the college.


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- The revenue generated out of consultancy services should be shared with Management, Faculty/research Group and Department.

PROCEDURE

- The person/organization who requires a consultancy service should write a request letter to the respective Coordinator/Convener.. All projects should be carried out with approval of Coordinator/Convener.
- The letter is forwarded to identify the research group/faculty that has the required expertise.
- Consultancy Cell convenes a meeting with the client to discuss the terms and condition.
- Discussion an MoU may be prepared in which the nature of consultancy work and commercials are clearly depicted and signed between the client and University.
- The members engaged in the consultancy work shall periodically report the progress of the consultancy work.
- The rules and mechanisms for the allocation of consultancy income require to appropriately reflect the range and nature of costs which may be incurred by an individual and by the University in the course of a consultancy


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DIVISION OF INCOME

The faculty members of the university involved in the consultancy are referred as consultants and the industry or department involved in consultancy are referred as consultants. Or any other outside agency seeking consultancy is referred as beneficiary.

The distribution ratio of the consultancy fee after the deduction of any direct costs would normally be as follows:

University	-	30%
Faculty	-	70%

The university share and consultant share should be collected separately.

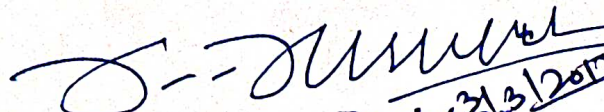
Forms and Formats:

Forms and formats for seeking Consultancy will be provided by the consultancy cell.

APPROVAL AND DISBURTION:

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 through. Consultant fees may be disbursed upon completion of job and after receipt of completion certificate of the project.

- *The specific purpose and the specific rules and procedures to be followed for employing Consultants depend on the circumstances of the particular case.*


31/3/2018
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