



CONSULTANCY POLICY DOCUMENT

(Approved in the 4th Meeting of the Academic Council held on 17.11.2021)

Introduction

GLA University, Mathura has emerged as one of the pioneering private universities in this region of the country with greater focus on quality Teaching, Research and Industrial Consultancy. The University offers plethora of professional certificate, diploma, undergraduate, post-graduate and doctoral programmes in various disciplines of engineering, management, law, biotechnology, pharmacy, education, commerce, applied sciences & humanities, agriculture, diploma in engineering and pharmacy and online education.

In all, there are 34 Undergraduate programmes, 16 Postgraduate programmes, 16 PhD programmes and 7 Diploma programmes which are offered by the University. GLA has a rich legacy of more than 23 years. The University has been accredited with A Grade by NAAC; accredited by IACBE, USA (only the 7th University/Institute in the country to do so); got the 12B status from UGC (only the 12th Private University in the country to do so) and ranked in the 175-200 bracket in the latest NIRF 2021 ranking.

GLA endeavours to provide equal opportunities to its faculty and staff members to undertake consultancy projects whereby they would work with leading industry players as well as with other prominent HEIs thereby strengthening the consultancy aspect related to GLA. Further, this trait would add value to their extant knowledge along with furthering their contemporary approach towards expanding their knowledge base as well as experience.

This document provides a proper structure to direct and execute the consultancy projects undertaken by the University.

Objective of the Consultancy Policy Document

GLA has emerged as a pioneering University which intends to instill the best practices through active involvement and engagements with the industry and business to provide expertise for their better performance. GLA immensely recognizes that the consultancy services and external linkages made by the GLA faculty and staff shall contribute

significantly for the academic growth of the students and add required value in active learning.

GLA also firmly holds the opinion that consultancy services is a valuable contributory factor facilitating Knowledge Exchange leading to be mutually beneficial for both GLA and the industry entities and business organizations. Therefore, GLA has formulated this policy to support and encourage faculty members to involve effectively in the delivery of approved consultancy projects to bring required quality and results.

This policy document is intended to provide the information and guidelines to the faculty and staff interested and intending to undertake consultancy projects and services in accordance with GLA's approved norms and procedures. This Policy is a part of GLA's HRD procedures and therefore it forms a part of contract of employment of the academic staff.

Intention

This policy document intends to outline the policy pertaining to consultancy at GLA. In this regard, it is pertinent to observe that the University encourages its faculty and staff members to engage with corporate entities thus facilitating flow of information and knowledge.

The University firmly believes that to augment the experience and competence of the faculty and staff members. For this it supports them in their endeavours towards connecting with the appropriate corporate names. All this would facilitate improved research, two-way engagements, enhanced placement avenues for students, thereby leading to knowledge partnering with corporate.

Such activities like guest lectures, book writing, editorship and related activities don't fall under the purview of the consultancy policy of the university. The competent authorities reserve the rights to exclude such activities which they feel don't fulfill the criteria of being classified as consultancy.

All consultancy related assignments would follow proper channel as prescribed from time to time and be passed through proper departmental/institutional channels who reserve the right to accept/reject the same as per their discretion.

All the consultancy work would be properly recorded and a copy of the same should be submitted with the relevant authorities without fail. The documentation should be done in a manner which is in-line with the overall alignment and interest of the University.

A handwritten signature in black ink, appearing to be 'T. Anil', is located at the bottom center of the page.

General Points to Remember

All payments related to consultancy should be made in the designated account of GLA meant for this purpose. Further, GLA would take necessary steps in this regard to comply with the necessary legal provisions. No cash or direct payment should be taken in this regard.

The client shouldn't be given a break-up of the charges but only a cumulative amount figure for reference. However, the same should be maintained for internal purposes.

The responsibility towards timely completion of the consultancy work rests solely on the faculty/staff member/s engaged in the same.

All necessary statutory rules and regulations should be kept in mind while undertaking any consultancy project.

On completion of the work, the faculty/staff member would submit a report to the consultancy cell mentioning the same.

Also, they would obtain a Certificate of Completion to this effect from the Company/ Institute on whose behalf the consultancy took place.

Revenue Distribution Model

Consultancy Charges: Category A: 80/20

Category B: 60/40

Category A: when the concern faculty member does not use any infrastructure such as lab equipment and other resources of the University.

Category B: any other cases which are not mentioned in category A

However to promote the consultancy in niche area's university may reimburse an additional incentive upto 50% of the value of consultancy project to the principal investigator of the consultancy project. The reimbursement of any consultancy project would be on the discretion of the competent authorities and would solely depend on the nature of the client and project.

The final decision in this regard would rest with the competent authorities.



Vice Chancellor

GLA University, Mathura