

**NMIET "CONSULTANCY, RESEARCH & DEVELOPMENT,
INDUSTRY SPONSORSHIP AND COLLABORATION POLICY"**



ESTD : 1906

**Nutan Maharashtra Vidya Prasarak Mandal, Talegaon
Dabhade, Pune**



**Nutan Maharashtra Institute of Engineering and
Technology, Talegaon Dabhade, Pune**

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NMIET "Consultancy, Research & Development, Industry Sponsorship and Collaboration Policy"

1.0 CONSULTANCY WORK

- 1.0 Chairman on behalf of the management is authorized to accept/reject the proposal received from industry or institute for consultancy work or training programs based feasibility report prepared by the competent faculty appointed by him.
- 1.2 In case industry / institute approaches the competent faculty directly for consultancy work / Training program, he / she should prepare and submit the feasibility report of such work / Program through the parent department to the principal and chairman for consideration and subsequent approval.
Feasibility report will include the plan of execution, use of administrative and infrastructural facilities available in the college and the cost / benefit report.
- 1.3 In both the cases, the Chairman will be the final authority to accept or reject the proposal for consultancy work / training program.
- 1.4 In case the consultancy work / training program is accepted by the Chairman, he will appoint a competent faculty (preferably the faculty who take initiative) as a Principal Investigator (PI), for the same, in consultation with the head of the concerned department/section.
- 1.5 PI and the funding agency will prepare MoU as per mutual agreed terms and conditions and get it signed by both the parties i.e. NMIET and the funding agency.
- 1.6 Depending on the nature and content of the work, the PI will select Co-PI and team for the execution of consultancy work / training program.
- 1.7 PI and team will perform these activities in addition to their regular academic assignments allotted to them by the department and the additional responsibilities allotted to them by the college. Looking at the amount of the work, the Principal will be the final authority to offload the teaching and other workload of the concerned staff.
- 1.8 The revenue earned through consultancy will be shared in
 - a) 60:40 ratios i.e. 60% to the PI and the team and 40% to the college in case college facilities are used. The 60% share of the PI will be distributed as 50% to the PI and team, 5% to the respective HOD and concerned staff of the department and 5% to the office staff.



- b) However, if the college facilities and manpower is not significantly used, it will be shared in 70:30 ratios. (i.e. 70% to the PI and the team and 30% to the college) The 70% share of the PI will be distributed as 60% to PI and Team, 5% to the respective HOD and concerned staff of the department and 5% to the office staff.
- 1.9 PI should distribute his/her share to all faculty, staff members and students associated as per their contribution to execution and completion of the consultancy work /training program in discussion with the principal.
- 1.10 In case it is necessary, PI will prepare an intellectual Property document and register the same as per the intellectual property policy of the institute.

2.0 SPONSORSHIP BY INDUSTRY OR RESEARCH ORGANIZATION, COLLABORATION

- 2.1 Faculty and staff members are encouraged by the college to bring industry sponsorship or collaboration for development of R&D facilities like laboratories, research centers, Post graduate and undergraduate students project, mini projects, case studies etc. subject to non-profitable use of such facilities.
- 2.2 In case industry / Institute / Research organizations approach the competent faculty directly for sponsorship or collaboration, he / she should prepare and submit the feasibility report of such work / program through the parent department to the chairman for consideration and subsequent approval.
The feasibility report will include plan of execution, use of administrative and infrastructure facilities available in the college and cost / benefit report
- 2.3 Principal / CEO is authorized to accept /reject the proposal submitted by industry or institute for industry Sponsorship or collaboration, based on feasibility report prepared by the competent faculty and duly submitted through proper channel for consideration and approval.
- 2.4 In all the cases, the Principal / CEO will be the final authority to accept / reject the proposal industry Sponsorship or collaboration, with due consultation with managing trust.
- 2.5 In case, the industry Sponsorship for collaboration is accepted by the institute, the principal will appoint competent faculty as a "Project Coordinator (PC)" for the same.



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- 2.6 PC and the funding agency will prepare MoU and get it signed by both parties. (i.e. NMIET and the funding agency)
- 2.7 Depending upon the nature and content of work, PC will form a team in consultation with principal for execution of the plan of the industry Sponsorship for collaboration.
- 2.8 PC and the team will perform these activities in addition to their academic assignments allotted to them by the department and the additional responsibilities allotted to them by the college. Looking at the amount of the work, the Principal will be the final authority to offload the teaching and other workload of the concerned staff if required.
- 2.9 The facilities developed through such industry / research organization Sponsorship or collaboration shall be the property of NMIET for its further academic and research use.
- 2.10 Any revenue generated through the use of such facilities will be shared in accordance with the policy specified in MoU / Contract or consultancy policy.
- 2.11 For any financial assistance received from organizations like DST, AICTE, University, Govt. of Maharashtra etc., the stipulated guidelines will be followed for the use of facilities created, distribution of revenue generation if any by making use of such facilities and other related aspects.

3.0 POLICY FOR DISTRIBUTION OF CHARGES FOR CONDUCTING PRACTICAL SESSIONS, PRACTICAL EXAMINATIONS OF OTHER COLLEGES IN OUR LABORATORIES

In view of our various departments having equipped laboratories as per the SPPU syllabus guidelines and requirements, we would be allowing the use of our laboratories for conducting practical sessions, Practical examination of other colleges, on such requests received from other colleges and subject to the precautions that such sharing of laboratory facility will not affect the routine schedule of our own institute students and faculty.

The charges per student will depend upon the type of Experiment and facilities required. It would be the discretion of respective HOD and concerned staff and would not be less than Rs. 200/- per experiment per student for two hour duration.

The revenue distribution of charges would be as follows:



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Sr. No.	Beneficiary	Share of percentage (%)
A	Institute	60
B	Department - 35% and Admin. Office - 5% (details mentioned below)	40

B-I	Department Including	(35)
	a) HOD + Dept. Admin	5
	b) Teacher	20
	c) Laboratory assistant	5
	d) Laboratory attendant / peon	5

B-II	Admin. Office Including	(5)
	a) Principal	2
	b) Admin Office staff	3

4.0 POLICY ON AWARD / SCHOLARSHIP FOR MERITORIOUS STUDENTS

4.1 Academic awards : University Toppers

Sr. No.	Rank	Award
1	1 st Rank (Overall)	(Merit Scholarship Rs. 21000/-) + Trophy + Certificate.
2	University Rank holders' (Overall) 2 to 5 ranks declared by SPPU	(Merit Scholarship Rs. 15000/-) + Trophy + Certificate.
3	Department wise University Topper 1 to 10 (Department only)	(Merit Scholarship Rs. 11000/-) + Trophy + Certificate.

4.2 Academic awards: College Toppers

Sr. No.	Class	Topper	Award
1	FE- All Branch combined	I	(Merit Scholarship Rs. 5,000/-) + Certificate.
		II	(Merit Scholarship Rs. 3,000/-) + Certificate.
2	SE/TE/BE -Branch wise	I	(Merit Scholarship Rs. 2,000/-) + Certificate.



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4.3 Research Contribution Award

Sr. No.	Category	Award
1	Indexed International Journals as Listed (IEEE, SCI/Scopus/ UGC care) as First Author with college as Affiliation	Actual fee paid and is limited to Rs. 5000/- per publication. Financial support limited to 2 publications per year.
2	Indexed international Journals as Listed (IEEE, SCI, SCOPUS, UGC care) as second Author with college as affiliation. First author reputed researcher (such as IIT/NIT/ COEP, Leading top MNCs or companies	Actual fee paid and is limited to 3,000/- per publication. Financial support limited to 2 publications per year.
3	Best paper award in reputed International Conference (IEEE/ SCOPUS/ TETE/ WOS/ SCI)	Reimbursement of registration fees or Rs. 5000/-, whichever is less for first author.
4	Paper presentation in international conference indexed with SCOPUS/ IEEE in India	50% Registration fee (for not more than 2 times / year) provided, such presentation shall lead to paper publication fulfilling NBA / NAAC / NIRF requirements and shall be reflected in SCI / SCIE / IEEE /Scopus / Web of Science database / journals.

4.4 Patent Filing

Actual fee paid for patent filing and publication reimbursement is after submission of bill/proof and also proof of submitting application to AICTE/UGC/DST for claim of refund of patent filing fees, Institute should be applicant. They need to submit proof of application submitted to AICTE/GOI/DST schemes for refund of patent filing. Or Advocate fees (FER fees) limit to 10000/-

4.5 Extracurricular / Co-curricular activities

Sr. No.	Activity	Award
1	Sports: Individual selection in SPPU team at state level	Scholarship Rs. 5,000/- + Memento + Certificate



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2	Sports : Individual selection in SPPU team at national level	Scholarship Rs.10,000/- + Memento + Certificate
3	Cultural : First position in renowned cultural events (Purushottam Karandak, Firodiya Equivalent)	Scholarship Rs.10,000/- + Memento + Certificate
4	Co-curricular : First position in SAE BAJA, ROBOCON, AVISHKAR or equivalent	Scholarship Rs.10,000/- + Memento + Certificate

4.6 Best student of the department award

Memento + Certificate

5.0 POLICY FOR ACADEMIC AND ADMIN STAFF FOR PAPER PUBLICATIONS

Sr. No.	Activity	T.A. & Leave	Proposed Policy	
1	Publications in SCI / SCIE journals	NA	SCI / SCIE journals - Maximum financial support to the extent.	
			Free Journal	Paid Journal
			<p>Case 1) Rewards of Rs. 15,000/-, to first author only if college affiliation is reflected in paper and all authors belong to college.</p>	<p>Case 1) Actual fees paid and is limited to Rs. 25000/- or 50% amount paid as publication charges limited to 20000/- shall be admissible, to first author only if college affiliation is reflected in paper and all authors belong to college.</p>
			<p>Case 1.1.) Rewards of Rs. 12000/-, to first author only if college affiliation is reflected in paper and other authors may belong to other institutes.</p>	<p>Case 1.1.) Actual fees paid and is limited to Rs. 20000/- or 50% amount paid as publication charges limited to 15000/- shall be admissible, to first author only if college affiliation is reflected in paper and other authors may</p>



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				belongs to other institute.
			<p>Case 2) Rewards of Rs. 12000/-, to second author if and only if college affiliation is reflected in paper and other authors may belong to other institutes.</p>	<p>Case 2) Actual fees paid and is limited to Rs.20000/- or 50% amount paid as publication charges limited to 15000/- shall be admissible, to second author if and only if college affiliation is reflected in paper and other authors may belong to other institute.</p>
			<p>Case 3) Rewards of Rs 9,000/-, to third author if college affiliation is reflected in paper and other authors may belong to other institutes.</p>	<p>Case 3) Actual fees paid and is limited Rs 15000 or 50% amount paid as publication charges limited to 10000/- shall be admissible, to third author if college affiliation is reflected in paper and other authors may belong to other institute.</p>
			<p>Case 4) Rewards of Rs 6,000/-, to fourth author if college affiliation is reflected in paper and other authors may belong to other institutes.</p>	<p>Case 4) Actual fees paid and is limited Rs 10000 or 50% amount paid as publication charges limited to 5000/- shall be admissible, to fourth author if college affiliation is reflected in paper and other authors may belong to other institute.</p>



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			Note: If the published paper is more than two in a year then 50% charges of first two papers and 50% of average of first two papers will be given to 3 rd & 4 th papers in a same year .	
2	Publications in Scopus / Web of Science journals (As per list enclosed)	NA	Scopus / Web of Science journals - Maximum financial support to the extent.	
			Free Journal	Paid Journal
			Case 1) Rewards of Rs. 12,000/-, to first author only if college affiliation is reflected in paper and all authors belong to college.	Case 1) Actual fees paid and is limited to Rs. 20000 or 50% amount paid as publication charges limited to 15000/- shall be admissible, to first author only if college affiliation is reflected in paper and all authors belong to college.
			Case 1.1.) Rewards of Rs. 10000/-, to first author only if college affiliation is reflected in paper and other authors may belong to other institutes.	Case 1.1.) Actual fees paid and is limited to Rs. 15000/- or 50% amount paid as publication charges limited to 10000/- shall be admissible, to first author only if college affiliation is reflected in paper and other authors may belong to other institute.
			Case 2) Rewards of Rs. 9000/-, to second author if and only if college affiliation is reflected in paper and other	Case 2) Actual fees paid and is limited to Rs. 15000 or 50% amount paid as publication charges limited to 10000/- shall be



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			<p>authors may belong to other institutes.</p> <p>Case 3) Rewards of Rs 7,500/-, to third author if college affiliation is reflected in paper and other authors may belong to other institutes.</p> <p>Case 4) Rewards of Rs 5,000/-, to fourth author if college affiliation is reflected in paper and other authors may belong to other institutes.</p>	<p>admissible, to Second author if college affiliation is reflected in paper and other authors may belong to other institute.</p> <p>Case 3) Actual fees paid and is limited to Rs 10000 or 50% amount paid as publication charges limited to 8000/- shall be admissible, to third author if college affiliation is reflected in paper and other authors may belong to other institute.</p> <p>Case 4) Actual fees paid and is limited to Rs 5000/- or 50% amount paid as publication charges limited to 5000/- shall be admissible, to fourth author if college affiliation is reflected in paper and other authors may belongs to other institute</p>
			<p>Note: If the published paper is more than two in a year then 50% charges of first two papers and 50% of average of first two papers will be given to 3rd & 4th papers in a same year .</p>	
3	Paper presentation in international conference	One-way train / bus / air fare by shortest route. D.A. as per	<p>Actual fees paid and is limited to Rs. 15,000/- or 100% of registration fee to the first author only (for not more than 2 times /</p>	



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	(abroad) indexed with WOS/SCI/SCOPUS/IEEE/Conference organized by top 500 universities	applicable to the grade of pay, as per SPPU rules or at actual whichever is lower. Duty leave (One day before + one day after + conference days) shall be admissible	year), provided such presentation shall lead to paper publication fulfilling NBA / NAAC / NIRF requirements and shall be reflected in SCI / SCIE / IEEE / Scopus / Web of Science database / journals.
4	Paper presentation in international conference in INDIA indexed with SCOPUS/IEEE/CSI/IETE/AICTE/ISTE/SAE in India	One-way train / bus by shortest route. D.A. as per applicable to the grade of pay, as per SPPU rules or at actual whichever is lower. Duty leave (One day before + one day after + conference days) shall be admissible	Actual fees paid and is limited to Rs. 5,000/- or 100% of registration fee (for not more than 2 times / year) provided, such presentation shall lead to paper publication fulfilling NBA / NAAC / NIRF requirements and shall be reflected in SCI / SCIE / IEEE / Scopus / Web of Science database / journals.
5	Paper presentation in international conference at NMIET	NA	100% of registration fees.
6	Paper presentation in National conference	Duty leave (One day before + one day after + conference days) shall be admissible	50% of registration fees. Limit to 5000/-
7	Attending STTP / FDP / Workshop (Other than SPPU Syllabus Orientation)	Only Duty leave shall be admissible	Minimum one week programs-financial support of 50% registration fees, restricted up to Rs. 2000/-, once a year per faculty.
8	SPPU Syllabus Orientation Workshops	Duty leave & T.A. shall be admissible.	100% of registration fees and traveling for FOW (Faculty Orientation workshop)



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9	NPTEL / SWAYAM / MOOCs certification courses (Equivalent to 80 Hrs. or more)	NA	Reimbursement of 100% exam fee, for faculty & students. Note: Compulsory registration completed through college local chapter.
10	Student chapter membership of professional bodies (IEEE / ISTE / IE etc.)	TA and Duty leave for faculty coordinator in case of physical visits to the center if necessary.	50% of membership fees of Student chapter's faculty/ board of faculties for minimum eligibility for body formation.
11	Grant received from government and non-government agencies for research project /endowments in the institution	NA	8% of the grant amount received will be given to PI. 4% of the grant amount received will be given to CO-PI. If PI left the institute during this period, then CO-PI converted into PI. (12% amount will be distributed equally per year for the entire span for project work).
12	Book & Book Chapter Publication	NA	Rs. 7500/- first author, by International publication house, or Renown national publication (like IGI global, Wiley, Scopus, SCI, springer, Himalaya, S. Chand, Khanna publisher, Jaico, etc.)

Limits on Participation:

- 1 To safeguard smooth working in the institute, staff members shall be permitted to attend such programs not more than two times per year (excluding point no. 5). The above policies are the guidelines and to avail the benefit of above policies faculty members have to take prior permission of HOD, Principal and chairman.
- 2 In exceptional circumstances, relaxing the limits on expenses and durations shall be at the discretion of the chairman.
- 3 In case of grant received from SPPU, BATU, UGC, AICTE, DST/DSIR/SIRO the stipulated guidelines will be followed for the same



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- 4 Reimbursement shall be on the basis of paper/ book in case of multiple authors from NMIET/NCER then reimbursement shall be given to 1st author or 2nd author or 3rd author on the basis of merit.
- 5 College affiliation: "Nutan Maharashtra Institute of Engineering & Technology, Pune"

6.0 POLICY ON SPONSORSHIP FOR HIGHER STUDIES (Ph.D. Program)

6.1 For full time Ph.D. Program

- 6.1.1 Chairman on behalf of management is authorized to accept/ reject the proposal submitted by faculty member for the sponsorship for Ph.D. program at reputed like IITs,/ IISc,/ NITs,/ state government universities/reputed deemed to be university/NIRF ranked university/ or any reputed private university accredited (Minimum A+ grade or level 4 in new system of accreditation) /Reputed private university from Maharashtra or other state with approval from research and academic committee. etc. based on the merit,/GATE Score, relevance, requirements and usefulness to the participant and the institute as well.
- 6.1.2 At any given instance of time maximum five faculty members (preferably one from each distinct department) will be permitted to avail this facility based on seniority, performance, time and need basis. Faculty must be sustained in the institute six years after completion of Ph.D.
- 6.1.3 The faculty members who have served NMIET for more than 3 years are only eligible to submit the proposals for the sponsorship for full time Ph.D.
- 6.1.4 Leave for a maximum of three years could be granted for completion of Ph.D. research work. However during the leave period the faculty member will have to report to college once in three months on a working day and will have to submit a progress report to the principal every semester till the award of degree.
- 6.1.5 50% of salary during the leave period (for maximum period of 3 years) will be paid regularly to the sponsored candidate every month, and he/she has to sign a bond of 5 years for working with NMIET after completion of Ph.D. work. (Subject to approval from Management only)



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- 6.1.6 Balanced accumulated 50% of salary payment will be made to the sponsored candidate after completion of three year of service with NMIET after award of Ph.D. Degree.in the equal annual instalment in next five years (Subject to approval from Management only)
- 6.1.7 The bond value will be equal to the three month salary (at the time of leaving institute, in case of leaving) plus the total salary paid during the leave period with 15% interest on the salary amount paid plus 50% of the salary for total remaining bond period for which the faculty will not be serving the institute as per bond period.
- 6.1.8 The faculty permitted to avail this facility will have to complete the Ph.D. program within a stipulated time period of three years. If the status of the Ph.D. work (after 3 years) needs further time,the said work must be completed latest within the next one year. However no extension of leave of absence for this period shall be considered.
The faculty member will have to take the academic load with other responsibilities assigned by higher authorities after resuming duties at NMIET on completion of three year leave of absence for Ph.D.
- 6.1.9 In case the Ph.D. work is not completed within 5 years (from the date of admission) further increments and other benefits shall be stopped till award of the Ph.D. degree. Faculty designated as Associate Professor/ Professor without Ph.D. (if any) shall be put in assistant professor scale with effect from date mentioned in. In case, the thesis is already submitted within 5 years, one year extension shall be considered.
- 6.1.10 The faculty will abide by rule and regulation of NMIET during the period, in case of any discrepancy; the management of NMIET reserves all rights to take necessary disciplinary action as deemed fit. Under any unforeseen circumstances / legal issues arising will be handled within the jurisdiction of Pune.
- 6.1.11 The Management of NMIET reserves all rights to cancel the leave and call back the faculty member to resume duties at any point of time in case such an emergency in the interest of the institute arises.
- 6.1.12 Considering the policy for full time, part time (with six month course work), and part time (without six months course work) maximum 20% of the total faculty of the department will be permitted at a time.



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6.2 For Part time Ph.D. Program

6.2.1 In case course work leave needed for six months

- 6.2.1.1 Chairman on behalf of management is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Ph.D. program at reputed like IITs, IISc, NITs, state government universities/reputed deemed to be university/NIRF ranked university/ or any reputed private university accredited (Minimum A+ grade or level 4 in new system of accreditation) /Reputed private university from Maharashtra or other state with approval from research and academic committee etc. based on the merit / GATE Score, relevance, requirements and usefulness to the participant and the institute as well.
- 6.2.1.2 At any given instance of time maximum two faculty members per department will be permitted to avail this facility based on seniority, performance, time and need basis. However, if need arises for permitting the senior faculty member for such studies, such a proposal may be considered on the merit and requirement of the department. The decision of the chairman and principal in consultation with the head of the department will be final.
- 6.2.1.3 The faculty members, who have served NMIET for more than 3 years are only eligible to submit the proposals for the sponsorship for part time Ph.D.
- 6.2.1.4 Leave for a maximum of one month / 2 days per month / 24 days or 12+12 days at once for completion of course work could be granted after which the faculty has to resume duties at NMIET. He / she will have to submit a progress report to the principal every semester till the award of degree.
- 6.2.1.5 50% of salary during the leave period will be paid regularly to the sponsored candidate every month, and he / she has to sign a bond of two years for working with NMIET after completion of Ph.D. program.
Balanced accumulated 50% of salary payment will be made to the sponsored candidate after completion of two years of service with NMIET after award of Ph.D. Degree.
- 6.2.1.6 The bond value will be equal to the three month salary (at the time of leaving institute, in case of leaving) plus the total salary paid during the leave period with 15% interest on the salary



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amount paid plus 50% of the salary for total remaining bond period for which the faculty will not be serving the institute as per bond period.

- 6.2.1.7 The faculty member will have to take the academic load with other responsibilities assigned by higher authorities from time to time during the period of Ph.D.
- 6.2.1.8 The faculty permitted to avail this facility will have to complete the Ph.D., within stipulated three-year time frame. If the status of the Ph.D. work (after three years) needs further time. The said work must be completed latest within next two years. However no extension of leave of absence for this period shall be considered.
- 6.2.1.9 In case the Ph.D. work is not completed within 5 years (from the date of admission) further increments and other benefits shall be stopped till award of the Ph.D. degree. Faculty designated as Associate Professor / Professor without Ph.D. (if any) shall be put in assistant professor scale with effect from date mentioned in. In case, the thesis is already submitted within 5 years, one year extension shall be considered.
- 6.2.1.10 The faculty will abide by rule and regulation of NMIET during the period, in case of any discrepancy; the management of NMIET reserves all rights to take necessary disciplinary action as deemed fit. Under any unforeseen circumstances / legal issues arising will be handled within the jurisdiction of Pune.
- 6.2.1.11 Considering the policy for full time, part time (with six month course work), and part time (without six months course work) maximum 20% of the total faculty of the department will be permitted at a time
- 6.2.2 In case course work leave for six months is not needed.**
- 6.2.2.1 Chairman on behalf of management is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Ph.D. program at reputed like IITs, IISc, NITs, state government universities/reputed deemed to be university/NIRF ranked university/ or any reputed private university accredited (Minimum A+ grade or level 4 in new system of accreditation) /Reputed private university from Maharashtra or other state with approval from research and academic committee etc. based on the merit/Gate score,



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relevance, requirements and usefulness to the participant and the institute as well.

- 6.2.2.2 At any given instance of time maximum two faculty members per department will be permitted to avail this facility based on seniority, performance, time and need basis. However if need arises for permitting the senior faculty member for such studies, such a proposal may be considered on the merit and requirement of the department. The decision of the chairman and principal in consultation with the head of department will be final.
- 6.2.2.3 The faculty members who have served NMIET for more than 2 years are only eligible to submit the proposals for the sponsorship for part time Ph.D.
- 6.2.2.4 Leave for a maximum of one month (not exceeding 15 days at a time and not more than twice a year in non instructional period) will be permitted based on time and need basis by the principal during the period of Ph.D. research work. However the faculty member will have to submit a progress report to the principal at the end of every Semester till award of degree.
- 6.2.2.5 The faculty has to sign a bond of two years for working with NMIET after award of Ph.D. Degree.
- 6.2.2.6 The bond value will be equal to the three month salary (at the time of leaving institute, in case of leaving) plus 50% of the salary for total remaining bond period for which the faculty will not be serving the institute as per bond period.
- 6.2.2.7 In case of multiple applications for leave from the same department for the duration, the sanctioning would be at the principal's discretion based on seniority, performance, time and need basis on the recommendation of the head of department.
- 6.2.2.8 The faculty member will have to take the academic load with other responsibilities assigned by higher authorities from time to time during the period of Ph.D.
- 6.2.2.9 The faculty permitted to avail this facility will have to complete the Ph.D. within stipulated three-year time frame. If the status of the Ph.D. work (after three years) needs further time. The said work must be completed latest within next two years. However no extension of leave of absence for this period shall be considered.



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6.2.2.10 The faculty will abide by rule and regulation of NMIET during the period, in case of any discrepancy; the management of NMIET reserves all rights to take necessary disciplinary action as deemed fit. Under any unforeseen circumstances / legal issues arising will be handled within the jurisdiction of Pune.

6.2.2.11 Considering the policy for full time, part time (with six month course work), and part time (without six months course work) maximum 20% of the total faculty of the department will be permitted at a time

6.2.3 In case of a complete Part time Ph.D. course.

6.2.3.1 Chairman on behalf of management is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Ph.D. program at reputed like IITs, IISc, NITs, state government universities/reputed deemed to be university/NIRF ranked university/ or any reputed private university accredited (Minimum A+ grade or level 4 in new system of accreditation) /Reputed private university from Maharashtra or other state with approval from research and academic committee etc. based on the merit / GATE Score, relevance, requirements and usefulness to the participant and the institute as well.

6.2.3.2 At any given instance of time maximum two faculty members per department will be permitted to avail this facility based on seniority, performance, time and need basis. However, if need arises for permitting the senior faculty member for such studies, such a proposal may be considered on the merit and requirement of the department. The decision of the chairman, principal in consultation with the head of department will be final.

6.2.3.3 The faculty members, who have served NMIET for more than 3 years are only eligible to submit the proposals for the sponsorship for part time Ph.D.

6.2.3.4 Leave for a maximum of one month / 2 days per month / 24 days or 12+12 days at once for completion of course work could be granted after which the faculty has to resume duties at NMIET. He/she will have to submit a progress report to the principal every semester till the award of degree.

6.2.3.5 After course work for Leave for a maximum of one month (not exceeding 15 days at a time and not more than twice a year in a



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6.2.2.10 The faculty will abide by rule and regulation of NMIET during the period, in case of any discrepancy; the management of NMIET reserves all rights to take necessary disciplinary action as deemed fit. Under any unforeseen circumstances / legal issues arising will be handled within the jurisdiction of Pune.

6.2.2.11 Considering the policy for full time, part time (with six month course work), and part time (without six months course work) maximum 20% of the total faculty of the department will be permitted at a time

6.2.3 In case of a complete Part time Ph.D. course.

6.2.3.1 Chairman on behalf of management is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Ph.D. program at reputed like IITs, IISc, NITs, state government universities/reputed deemed to be university/NIRF ranked university/ or any reputed private university accredited (Minimum A+ grade or level 4 in new system of accreditation) /Reputed private university from Maharashtra or other state with approval from research and academic committee etc. based on the merit / GATE Score, relevance, requirements and usefulness to the participant and the institute as well.

6.2.3.2 At any given instance of time maximum two faculty members per department will be permitted to avail this facility based on seniority, performance, time and need basis. However, if need arises for permitting the senior faculty member for such studies, such a proposal may be considered on the merit and requirement of the department. The decision of the chairman, principal in consultation with the head of department will be final.

6.2.3.3 The faculty members, who have served NMIET for more than 3 years are only eligible to submit the proposals for the sponsorship for part time Ph.D.

6.2.3.4 Leave for a maximum of one month / 2 days per month / 24 days or 12+12 days at once for completion of course work could be granted after which the faculty has to resume duties at NMIET. He/she will have to submit a progress report to the principal every semester till the award of degree.

6.2.3.5 After course work for Leave for a maximum of one month (not exceeding 15 days at a time and not more than twice a year in a



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non-instructional period) will be permitted for further Ph.D. courses. However the faculty member will have to submit a progress report to the principal at the end of every Semester till award of degree.

- 6.2.3.6 50% of salary during the leave period will be paid regularly to the sponsored candidate every month, and he / she has to sign a bond of three years for working with NMIET after completion of Ph.D. program.
Balanced accumulated 50% of salary payment will be made to the sponsored candidate after completion of two years of service with NMIET after award of Ph.D. Degree.
- 6.2.3.7 The bond value will be equal to the three month salary (at the time of leaving institute, in case of leaving) plus the total salary paid during the leave period with 15% interest on the salary amount paid plus 50% of the salary for total remaining bond period for which the faculty will not be serving the institute as per bond period.
- 6.2.3.8 The faculty member will have to take the academic load with other responsibilities assigned by higher authorities from time to time during the period of Ph.D.
- 6.2.3.9 In case the Ph.D. work is not completed within 5 years (from the date of admission) further increments and other benefits shall be stopped till award of the Ph.D. degree. Faculty designated as Associate Professor/ Professor without Ph.D. (if any) shall be put in assistant professor scale with effect from date mentioned in. In case, the thesis is already submitted within 5 years, one year extension shall be considered.
- 6.2.3.10 The faculty will abide by rule and regulation of NMIET during the period, in case of any discrepancy; the management of NMIET reserves all rights to take necessary disciplinary action as deemed fit. Under any unforeseen circumstances /legal issues arising will be handled within the jurisdiction of Pune.
- 6.2.3.11 Considering the policy for full time, part time maximum 20% of the total faculty of the department will be permitted at a time.



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7.0 POLICY ON SPONSORSHIP FOR HIGHER STUDIES (POST DOCTORAL RESEARCH PROGRAMS)

- 7.1 Chairman on behalf of Management is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Post-Doctoral Research Programs at reputed institute like IITs, IISc, NITs etc. based on the merit, relevance, requirement and usefulness to the participant and the institute as well
- 7.2 At any given instance of the timed maximum one from each distinct department will be permitted to avail this facility based on seniority, performance, time and need basis.
- 7.3 The faculty members who are served NMIET for more than 3 years are only eligible to submit the proposals for the sponsorship for a full time Post-Doctoral Research Program.
- 7.4 Leave for a maximum of two years could be granted for completion of the Post-Doctoral Research Program. However during the leave period the faculty member will have to report to college once in six months on a working day and will have to submit a progress report to the principal every semester till the award of degree.
- 7.5 50% of salary during the leave period (for maximum period of two years) will be paid regularly to the sponsored candidate every month if stipend is not given by an external body/ research center. Faculty has to sign a bond of three years for working with NMIET after completion of the Post-Doctoral Research Program.
- 7.6 Balanced accumulated 50% of salary payment will be made to the sponsored candidate after completion of two years of service with NMIET after award of Post-Doctoral Research Program.
- 7.7 The bond value will be equal to the three month salary (at the time of leaving institute, in case of leaving) plus the total salary paid during the leave period with 15% interest on the salary amount paid plus 50% of the salary for total remaining bond period for which the faculty will not be serving the institute as per bond period.
- 7.8 The faculty permitted to avail this facility will have to complete the Post-Doctoral Research Program within a stipulated time period of two years. If the status of the Post-Doctoral Research Program (after two years) needs further time. The said work must be completed latest within next one year. However no extension of leave of absence for this period shall be considered.



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The faculty member will have to take the academic load with other responsibilities assigned by higher authorities after resuming duties at NMIET on completion of two year leave of absence for Post-Doctoral Research Program.

- 7.9 In case the Ph.D. work is not completed within five years (from the date of admission) further increments and other benefits shall be stopped till award of the Post-Doctoral Research Program degree.
- 7.10 The faculty will abide by rule and regulation of NMIET during the period, in case of any discrepancy; the management of NMIET reserves all rights to take necessary disciplinary action as deemed fit. Under any unforeseen circumstances / legal issues arising will be handled within the jurisdiction of Pune.
- 7.11 The Management of NMIET reserves all rights to cancel the leave and call back the faculty member to resume duties at any point of time in case such an emergency in the interest of the institute arises.
- 7.12 Post-Doc

8.0 POLICY FOR 'INTELLECTUAL PROPERTY (IP)'

8.1 Ownership

8.1.1 NMIET Ownership

- 1 Intellectual Property of any kind created by Faculty, Students, Staff Project, Staff Visitor and others, such as Trainees from other institutes, participating in NMIET program or using NMIET fund or facilities, are owned by NMIET when either of the following applies.
 - a) The intellectual property was created with the significant use of funds or facilities administered by NMIET.
 - b) Intellectual Property was created as a part of the
 - i) Normal Professional duty or
 - ii) Work on Joint Ventures
 - c) Intellectual Property was created in the course of or pursuant to a sponsored/ consultancy research agreement with NMIET. In such cases, specific provisions related to IP made in contracts governing such activity will determine the ownership of IP.

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- d) The Intellectual Property was created as part of Academic research and training leading towards a Degree or otherwise
- 2 All copyrights, including copyrighted software will be owned by NMIET when it is created as a part of any of the academic program of NMIET or created pursuant to a written agreement with NMIET providing for transfer of copyright or ownership to NMIET. More specifically.
- a) NMIET will be the owner of the copyright on all teaching materials created by NMIET and non NMIET personnel for external agencies, Institutions and industry under the continuing education and distance education programs of NMIET. However, the authors will have the right to use the material for their teaching and research activities.
 - b) NMIET will not claim ownership of copyright on books and scientific articles authored by NMIET personnel. However NMIET will have the copyright if books and reports have been created using funds specifically provided for this purpose by NMIET.

8.1.2 Inventor /Author Ownership

- 1 Inventor /Author will own intellectual property when -
- a) None of the situations defined above for NMIET ownership of intellectual property applies.
 - b) It is created outside their assigned / normal area of research /teaching, for example, popular novels, poems, compositions, or other works of artistic imagination, without the use of significant institute resources.
- 2 Students will own copyright on the thesis / Dissertation created as a part of their academic programs. However the student must grant to NMIET royalty – free permission to reproduce and distribute copies for teaching and research as well as for dissemination for teaching and research to its own students and other academic institutions.
- 3 Ownership of software code, patentable subject matter and other intellectual property contained in the thesis / reports are subject to conditions specified under NMIET - ownership and inventor / Author ownership.



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8.1.3 Third Party Ownership

- 1 Ownership of Intellectual property resulting from :
 - a) Funds provided partially or fully by a third - party to NMIET will be governed by specific provisions in the contract between the third- party and NMIET.
 - b) Exchange Programs between NMIET and other Institutions will be governed by specific provisions in the contract between the third-party and NMIET
- 2 In case of all IP produced at NMIET, NMIET shall retain a non-exclusive, free, irrevocable License to copy / use IP for teaching and research activities, consistent with confidentiality Arguments wherever entered by NMIET.
- 3 In cases where IP is created by NMIET personnel, fully or as a part of the team during deputation, official leave, or sabbatical, the concerned NMIET personnel should officially communicate the IP to NMIET. If the IP involves ideas / software developed, fully or in part, using significant institute resources, then the IP will also be owned by NMIET fully or partially, as the case may be.

8.2 For selected patents recommended by HOD, principal and chairman, the expenses shall be given on the basis of reimbursement by institute

- 1 Registration fee - as applicable
- 2 Examination fees - as applicable
- 3 Attorney fees - as applicable

They need to submit the application to various funding agencies such as AICTE/UGC/DST/CSIR/DST and claim the refund. The amount given by institute shall be advance

For selected copyright recommended by HOD, principal and chairman, the expenses shall be given on the basis of reimbursement by institute

1. Registration fee – if copyright belongs to institute level recommended then 100% reimbursement by institute, & if department level recommended then 50% reimbursement by institute.

8.3 Disclosures, confidentiality and assignment of right

- 8.3.1 For sponsored and / or collaborative work the provisions of the contract pertaining to disclosure of IP are applied.



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- 8.3.2 For all other IP produced at NMIET, the inventors will be required to disclose their IP to the "Intellectual Property Evaluation Committee (IPEC)' at the earliest date using an 'Intellectual Property Disclosure Form (IPDF)'.
It will be mandatory for the students to submit a PDF, countersigned by their Supervisor(s) at the time of filling their B.Tech. / B.E. Report, M.Tech. / M.E. Dissertations and Ph.D. Thesis.
- 8.3.3 Co-creation of IP shall need sign of the inventor and principal and chairman at the time of disclosure and distribution of IP earning agreement; which shall specify the percentage distribution of earnings from IP to each co-inventor. The inventors may at any time by mutual consent revise the distribution of IP earning agreement.
- 8.3.4 The inventor shall assign the rights of the disclosed IP to NMIET before leaving the institute and will agree to the terms and conditions for the sharing of any financial benefits received by the institute by commercialization of such IP.
- 8.3.5 Having made the disclosure, the inventors, both NMIET and non NMIET personnel, shall maintain confidentiality of the IP during the period it is pending with NMIET for the assessment of the possibility of commercialization and protection of IP, unless authorized by NMIET.

8.4 Evaluation of Intellectual property.

- 8.4.1 Evaluation of Intellectual property will be done by the Intellectual Property Evaluation Committee (IPEC). Principal will be the chairman and the Dean (R&D) of NMIET will be the member Secretary of IPEC. Principal will nominate at least three faculty members with expertise or familiarity /experience in areas related to IP.
- 8.4.2 Evaluation of IP means :
- a) Assigning Ownership of IP.
 - b) Determining whether an IP is innovative and fit for filling in India and foreign countries.
 - c) Determining whether the IP has a reasonable chance for commercialization.
- 8.4.3 After evaluation of IP, if NMIET decides not to take the responsibility for the protection of IP, then it will assign all the rights of the IP to the inventors.



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8.4.4 Even in such cases, as in (3), NMIET takes the responsibility of facilitating protection of the IP on a case by case basis.

8.4.5 A decision on the annual renewal of IP rights will be taken by IPEC, if NMIET decides not to renew the IP, fully or partially, then it will assign the rights of the IP, wherever relevant, to the "Inventors".

8.5 Contracts and Agreements

All agreements related to IP, including, but not limited to the following categories, undertaken by any NMIET personnel and students need to be approved by the institute:

- 1 Allegiance, affirmation and confidentiality agreement.
- 2 Evaluation Agreement.
- 3 License Agreement.
- 4 Technology Transfer.
- 5 Alternative dispute resolution agreement.
- 6 Classified Information Non-Disclosure (specific) Agreement

The dean (R&D), with specific approval of the principal and chairman, will be the authorized signatory in all categories of Agreements listed above.

8.6 Commercialization

8.6.1 NMIET shall market the IP and identical Licensee(s) for the IP to which it (i) has ownership and (ii) for which rights have been assigned to it

8.6.2 For the IP where Exclusive rights have not already been assigned to a third party, the creators may also contact Potential Licensee(s) on their initiative, maintaining confidentiality and taking all necessary care to ensure that the value of the IP is not affected.

8.6.3 If NMIET is not able to commercialize the IP in a reasonable time then the inventor (s) may approach NMIET for assignment of rights of the invention (s) to them.

8.7 Revenue Sharing

8.7.1 The net earnings from the commercialization of IP owned by NMIET would be shared as 70% to the inventor and 30% to NMIET.



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8.7.2 The legal document mentioned above will be signed by all the parties.

8.8 Infringements, Damages, Liability and Indemnity Insurance

8.8.1 As a matter of policy, NMIET shall, in any contract between the licensee and NMIET, seek indemnity from any legal proceedings including without limitation manufacturing defects, production problems, design guarantee, upgrading and debugging obligation.

8.8.2 NMIET shall also ensure that NMIET personnel have an indemnity clause built - into the agreements with licensee(s) with transferring Technology or copyrighted material to licensees.

8.8.3 NMIET shall retain the right to engage or not in any litigation concerning patents and License infringements.

8.9 Conflict of interest

The investor(s) is required to disclose any conflict of interest or potential conflict of interest. If the investor(s) and / or their immediate family have a stake in the licensee or potential licensee company, then they are required to disclose the stake they and / or their immediate family have in the company. Under these circumstances, it must be ensured by the inventor(s) that their entrepreneurial activities do not have an adverse impact on inventor(s) Teaching, Research and may other institutional responsibilities.

8.10 Dispute Resolution

In case of any disputes between NMIET and the inventors regarding the implementation of the IP policy, the aggrieved party may appeal to the principal of NMIET. Effort shall be made to address the concerns of the aggrieved party. The principal's decision in this regard would be final and binding.

8.11 Jurisdiction

As a policy, all agreements to be signed by NMIET will have the jurisdiction of the courts in Pune and shall be governed by appropriate laws in India.



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8.12 Amendments in IP policy

Amendments to the policy required if any will be incorporated with the recommendation of IPEC and subsequent approval from principal.

8.13 Approval from governing body

Principal will seek approval from the governing body for this policy, subsequent amendments to the policy and decision taken in this regard.

Nomenclature

- 1 **IP** Intellectual property
- 2 **NMIET** Nutan Maharashtra Institute of Engineering and Technology
- 3 **IPEC** Intellectual Property Evaluation committee
- 4 **IPDF** Intellectual Property Disclosure From
- 5 **PC** Program Coordinator

Glossary

- 1 "Principal" means the Principal of Nutan Maharashtra Institute of Engineering and Technology, Pune.
- 2 "Chairman" means Chairman Executive Committee Nutan Maharashtra Vidya Prasarak Mandal.
- 3 "Dean R&D" means the Dean Research & Development of Nutan Maharashtra Institute of Engineering and Technology, Pune.
- 4 "Author" means Faculty, students, staff or visiting faculty who has / have written or created a creative work.
- 5 "Confidential information" is information not in public domain and declared confidential by parties such as in a MoU / Agreement that has been signed by the parties
- 6 "Copyright" means the exclusive right granted by law for a certain period of time to an author to reproduce, print, publish and sell copies of his or her creative work. Copyright protection is available for most literary, musical, Dramatic, and other types of creative work, including software, Teaching materials, Multimedia work, Proposals, and research reports.
- 7 "Creators" are person who have produced any original work.
- 8 "Intellectual contribution" means Original Technical or Artistic Contributions.
- 9 "Intellectual Property" includes but is not limited to copyrights and copyrightable materials, Patented and patentable inventions, Tangible research results, Trademarks, Service marks and trade Secrets.



Dr. S.N. Sapali

Principal, NMIET



Dr. R.S. Jahagirdar

CEO, NMIET



Dr. Girish Desai

Executive Director,
NMVPM



Shri. Rajesh Mhaske

Chairman, NMVPM



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