

Ramakrishna Mission Vidyamandira



*A Residential Autonomous College affiliated to
Calcutta University*

Re-accredited by NAAC with 'Grade A'

College with Potential for Excellence

RUSA-funded Institution

DST-FIST Awarded College

DBY Star College

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Institutional Policy on Consultancy

Approved by the Governing Body in its Meeting

Dated 26 March 2016.

Introduced from 1 July 2016



A. Preamble :

Ramakrishna Mission Vidyamandira, a Residential Autonomous College affiliated to University of Calcutta, was established in 1941. From 2010, the college started its journey as an Autonomous College. The college is administered under the aegis of Ramakrishna Math and Ramakrishna Mission at Belur Math. Being a non-profit organisation and practicing the motto of 'Atmano Mokashartham Jagaddhitaya Ca', the college always maintains the ideal of selfless service and hence is never working to earn profit at the end of any project. Therefore the Institutional Policy of Consultancy at this college is also developed at the backdrop of this ideal.

That the aim of education and research is to translate into everyday life the gains of increased and better knowledge can never be ignored by today's academic community. While traditional processes of dissemination take a while, such knowledge can often be made immediately available through expertise directly offered to individuals and organisations as consultancies.

B. Objective :

Consultancies help academic institutions establish crucial links with industries, corporations, and other private and government bodies. On the one hand, this means the tailoring of research to market demand, thereby increasing employment prospects for graduating students. Working on projects sanctioned as consultancies gives students first-hand practical experience.

Secondly, consultancies create additional funds for research. While the institution itself might not see a significant inflow of funds, the additional funds for research generated through consultancies will add considerably to the improvement of institutional infrastructure. This, in turn, will directly benefit students.

Thirdly, consultancies build up the reputation of the institution as a centre of effective and reliable teaching and research.

Finally, consultancies provide academic satisfaction to the teachers and students engaged in these projects.

With these aims in mind, the Principal and the Consultancy Committee of the college have formulated an institutional

policy applicable to all consultancies undertaken by departments and individual teachers of the college.

The Consultancy Committee, in its meetings, arrived at the following resolutions, which constitute the institutional policy for consultancies :

C. Fundamental Policy Decisions :

1. Consultancies may be undertaken by

- (a) Faculty members
- (b) Administrative members
- (c) Academic departments
- (d) Administrative departments

2. These consultancies may be undertaken in areas such as research, quality assurance, industrial, or other allied fields, for state or central government departments or ministries, public or private sector organisations, or statutory institutions.

3. Acceptance by a faculty / administrative member of a contractual post / position of any kind, for state or central government departments or ministries, public or private sector organisations, or statutory institutions, shall not be deemed consultancy. In all such cases, the concerned member shall be engaged in such work in his private capacity, with the permission of the Principal.

4. While faculty / administrative members are free to decide which consultancies they shall take up, departments should discuss the matter at internal meetings, and inform the Principal of the departmental resolution while applying for permission to proceed with the consultancy.

5. After deciding to accept an offer for consultancy, the concerned faculty / administrative member or departmental head (in cases of departmental consultancy) must inform the Principal in writing at the earliest, clearly explaining the matter, with relevant documents, for permission to proceed with the

consultancy. The main document needed is an official letter from the head, or other authorised representative, of the institution seeking consultancy.

6. Following permission from the Principal to proceed with the consultancy, the faculty / administrative member or departmental head (in cases of departmental consultancy), must give a copy of the same set of papers, forwarded by the Principal, to the Coordinator of the Consultancy Committee, for record and reference.

7. The college encourages faculty / administrative members to take up consultancies. To this end, faculty / administrative members engaged in consultancy shall be permitted to apply for 4 days of Duty Leave per semester for consultancy work; this period may be extended by special consideration, on application to the Principal and the Committee. Such applications for Duty Leave should be addressed to the Principal in the

usual manner, with supporting documents demonstrating the need for leave.

8. Faculty / administrative members earning honoraria through consultancy may, if they wish, donate a sum to the college, which will accrue to the College Fund.

9. Academic departments, particularly the laboratory-based faculties, are encouraged to offer their expertise and advanced instrumentation for consultancy to other institutions and organisations, in order to generate revenue. Details of such offers should be intimated in writing to the Principal. Subject to feasibility, these offers for consultancy shall be uploaded on the college's website for public awareness. A percentage of the revenue earned from these consultancies shall also accrue to the Swami Vivekananda Research Centre.

10. Similarly, administrative departments, such as the Examinations Department, may offer their expertise

for consultancy through notifications on the college website. Again, a percentage of the revenue earned from such consultancies shall accrue to the College Fund.

11. The percentage for such accruals as stated in points 9 and 10, will be decided by the Principal in discussion with the Committee.

12. Although, these are the general policies determined as of now, the Principal/Vice Principal may alter the policies, insert new ones, modifies the existing ones and delete anyone as and when necessary in consultation with the Consultancy Committee and after the approval of such decisions by the competent authority of the college.