



RKDF UNIVERSITY, BHOPAL

"Established by an act of Govt. of M.P. and approved by UGC under Section 2(f) of 1956"



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"The degree of Doctor of Philosophy (PhD) is the University's principal research degree for post graduate students and is available in all faculties and departments"

Research Section

Research Section

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- > Research Policy of University
- > Consultancy Policy of University
- > Institutional Distinctiveness

https://www.rkdf.ac.in/research/consultancy_policy.pdf

Consultancy Policy

The Governing Body meeting dated 14-12-2012 approved the consultancy policy. It was directed to arrange FDP's for faculties so as to prepare them for consultancy jobs.

Review in BOM meeting 26-05-2017

The Consultancy Policy as per enclosed Annexure is discussed in detail by the Board of Management members and approved with the suggestion that it should be reviewed annually as per requirement and expertise of faculties from the university. University should conduct short term courses for faculties on 'Consultancy Initiatives' and focus areas.

Copy of MOM of 26-05-2017 (BOM) Attached

Dr. B.N. Singh
Ph.d (Austria) FNAVS
Registrar



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RKDF UNIVERSITY
(ESTABLISHED UNDER GOVT. OF M.P. AND REGISTERED UNDER SEC. 2(B) 1996)

No. 9193 /RKDF/2017

Dated: 01 / 06 / 2017

To,
All Members,
Board of Management
RKDF University
Bhopal

Subject:- Proceeding of Board of Management Meeting held on 26-05-2017

The Proceeding of Board of Management held on 26-05-2017 is enclosed herewith.
You are kindly requested to give your comments within 7 days if any.

Your Sincerely


Registrar
Registrar
RKDF University

- | | | |
|---|---|--------------------------|
| (1) Vice Chancellor RKDF University | - | Chairman RKDF University |
| (2) Dr. (Brig.) Amarjeet Singh (Govt. Nominee) | - | Member |
| (3) Smt. Anu Magan (Govt. Nominee) | - | Member |
| (4) Mr. Juned Ali (Society Nominee) | - | Member |
| (5) Mr. Ratnesh Jain (Society Nominee) | - | Member |
| (6) Dr. C. M. Sadiwala (Senior Professor of RKDF University) | - | Member |
| (7) Dr. M. L. Kori (Senior Professor of RKDF University) | - | Member |
| (8) Mr. Suhel Ahmed (Senior Teacher of RKDF University) | - | Member |
| (9) Mr. Virendra Patel (Senior Teacher of RKDF University) | - | Member |

Airport, Bypass Road, Gandhi Nagar Campus, Bhopal M.P.
E-mail :- info@rkdf.ac.in, website :- www.rkdf.ac.in

Proceeding of 16th Board of Management Meeting

The 16th Board of Management meeting of RKDF University was held on 26th May 2017. Under the Chairmanship of Dr. V. K. Sethi Vice Chancellor, RKDF University.

The following members of Board of Management attended the meeting

1. Dr. B. N. Singh
2. Dr. C. M. Sadiwala
3. Mr Ratnesh Jain
4. Dr. M. L. Kori
5. Mr. Suhel Ahmad
6. Mr. Virendra Patel
7. Mr. Sunil Patil (Special Invitee)

Agenda No. 1 Approval of proceeding of 15th meeting of Board of Management

The Proceeding of 15th Board of Management meeting which was held on 06-04-2017 was approved.

Agenda No. 3 Action taken report on major decision taken in the 14th meeting of Board of Management.

As there was no major decision, hence ATR was nil

Agenda No.3 Award of Ph.D. Degree

The Board of Management approved for the award of Ph.D. to Mr. Krishna Kumar Nigam in Mathematics

Agenda No. 4 Submission of Project under MODROB

Members noted the Projects submitted under MODROB (AICTE). Members have directed that their "sanction" should be informed in next Board of Management Meeting

Agenda No. 5 Approval of Fees for Different Courses of University for the Academic Year 2017-18

The Board of Management approved the fees of Courses, which details are as under:-

| S. No. | Name of Course | Fees proposed for the Academic Year 2017-18 |
|--------|----------------|---|
| 1 | B. Tech Ag. | 50000 |

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| | | |
|----|-------------------------|--------|
| 2 | B.Sc. Ag. | |
| 3 | B.Arch | 70000 |
| 4 | B. A | 90000 |
| 5 | M.A. | 8000 |
| 6 | BAMS | 12000 |
| 7 | B. Com | 153000 |
| 8 | M.Com | 8000 |
| 9 | DCA | 15000 |
| 10 | BCA | 8000 |
| 11 | PGDCA | 16000 |
| 12 | MCA | 18000 |
| 13 | D.Ed. | 32000 |
| 14 | B.Ed. | 50000 |
| 15 | M.Ed. | 50000 |
| 16 | Polytechnic | 35000 |
| 17 | B.E. | 65000 |
| 18 | M. Tech | 75000 |
| 19 | BALLB | 25000 |
| 20 | BBA | 18000 |
| 21 | MBA | 50000 |
| 22 | GNM | 59000 |
| 23 | B.Sc. Nursing | 105000 |
| 24 | P.B. B.Sc. Nursing | 60000 |
| 25 | Paramedical Certificate | 18000 |
| 26 | Paramedical Diploma | 24000 |
| 27 | Paramedical Graduate | 30000 |
| 28 | D. Pharma | 100000 |
| 29 | B. Pharma | 55000 |
| 30 | M. Pharma | 135000 |
| 31 | B.Sc. | 12000 |
| 32 | M.Sc. | 20000 |
| 33 | BSW | 15000 |
| 34 | MSW | 18000 |
| 35 | LLB | 15000 |

Members directed to put up the fees of those courses, where M.P. Private University Regulatory Commission decreases/increases in next meeting

V. S. S.

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Agenda No. 6. Skill & Communication development/Activity/ workshop for students organized by University since last Board of Management Meeting
Member appreciate) the effort of University in organizing Skill & Communication development/Activity/ workshop for students

Agenda No. 7 :- Permission for Consultancy Services & Fees to be charged

With the permission of Chair, the proposal for employees working in RKDF University Bhopal as consultant & Charging fees for consultancy services was discussed. Following decision were taken:-

- (1) For consultancy proposal received by faculty members the approval shall be granted by Vice Chancellor RKDF University Bhopal
- (2) For consultancy proposal received by Vice Chancellor & Registrar, the approval shall be granted by Chancellor, RKDF University Bhopal
- (3) The Consultancy fees shall be as under :-
 - (a) For Vice Chancellor & Registrar of University the consultation fees shall be Rs. One Lakh, payable to RKDF University Bhopal. This includes any number of visits required for completion of consultancy work except TA & DA. For other faculty depending on number of visits nature of work, the Vice Chancellor shall fix the consultancy fees between Rs. Seventy five thousand to Rs. One Lakh
 - (b) The Honorarium for team leader shall be Rs. 20000/- and Rs. 10000/- for member of Team for whole period of consultancy.
 - (c) Consultant shall be granted Duty Leave, during their consultancy work
 - (d) The consultant approved by the competent authority of University, can take assistance from their staff working under them for preparation of report, which includes typing of report, compilation of data etc.

Dr. B. N. Singh Registrar proposed vote of thanks to member for attending Board of Management meeting



Vice Chancellor
RKDF University
Airport Bypass Road, Gandhi Nagar
BHOPAL (M.P.) 462033

1. Introduction

Consultancy is an important channel through which knowledge and expertise could flow from university to businesses and other external agencies, and it can contribute to the growth, development and productive relationships with these components of society. Consultancy activity in RKDF University Bhopal can be associated with contractual relationships, including research, service contracts *etc.* with government and non-government organization in lieu of a fee. The university, therefore, encourages its faculty and staff to engage in consultancy wherever appropriate, and in a manner that is in conformity with their service agreement with the university.

2. Purpose of consultancy policy

This policy document is intended to lay down the norms for undertaking consultancy work and its facilitation in accordance with the University's rules and procedures as decided by concern Regulatory bodies of University from time to time.

3. Definitions and Scope of consultancy Services

Consultancy is work of a professional nature, undertaken by members of university in their field of expertise, for clients outside the institution, for which some financial return is received. Consultancy will produce some form of contracted output which may be partly or wholly owned by the client. It will be governed by short-term contracts while making minimal use of university resources. It would be an additional **management** responsibility for university, and would involve extra work for existing university staff.


Vice Chancellor
RKDF University

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Consultancy for organizations owned by a faculty or staff or an organization in which a faculty or staff may have interest or stake are also included within the scope of this policy document.


4. Exclusions

This consultancy policy does not apply to the activities intended for furtherance of scholarship or general dissemination of knowledge or general enhancement of intellectual level of the society at large. Such activities, among others, would be:

- a. External examinership
- b. Lectures and conference presentations
- c. Editorship of academic journals or the publication of academic articles
- d. Royalties from authorship and publication of books
- e. Professional arts performances
- f. Charitable services
- g. Any other as decided by the Vice Chancellor

5. Duration of Consultancy

- a. The total time invested in consultancy activity must be less than that which is equivalent to 30 working days per academic year per faculty unless it is permitted by competent authority of University in Exceptional cases .
- b. The duration of any consultancy activity will be limited to that mentioned in the approved agreement.
- c. Any extension of consultancy work would require prior permission of the Vice Chancellor.


Vice Chancellor
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6. Approval of Consultancy services

All consultancy proposals have to be submitted to the Vice Chancellor, through proper channel for prior approval, who will have the right to make the decision to accept or decline the proposal.

However if the consultancy services is for Vice Chancellor/ Registrar the permission of Chancellor is required

7. Conflict of Interest

- a. Engagement in consultancies must not create any perceived or actual conflict of interest.
- b. Conflict of interest, if any, must be immediately reported to the Vice Chancellor and his decisions shall be final.
- c. A conflict of interest shall be considered as a case where an employee engages in consultancy at the expense of the interests of university as defined by the Vice Chancellor.

8. Income Distribution

- a. If the university incurs a cost for allowing the consultancy, it will be deducted by the university from gross income from consultancy before splitting the net income between the consultancy provider and the university.
- b. The member/department of university providing consultancy would be entitled to retain 50% of the share while the university will retain 50% of the net income in case of science and technology related assignments and 60% to member of other departments and 40% share to the university.
- c. If the gross income from a consultancy work is below a certain amount in any financial year, then the university may lower/forego its part and residual income will be retained by the consultancy provider. This amount will be notified by the university and may be revised from time to time.

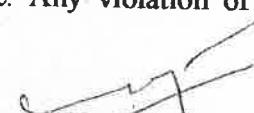
- d. The income earned by any individual from consultancy will be taxable as per Govt. of India rules from time to time .
- e. All financial transactions related to consultancy will be cashless through bank transfer to/from appropriate university account. The university will make the appropriate payment to the consultancy provider as per rules.

9. Code of Conduct

- a. The conduct of the employee during the consultancy work must conform to the prestige and reputation of the university. The university will be entitled to take disciplinary action against its employee for any misconduct during the consultancy.
- b. Original copies of all documents related to all consultancy services undertaken by its employee must be in possession of the university for allowing appropriate processing for financial accounting and audit purposes.
- c. The clients receiving consultancy services would not be entitled to use the university name, logo *etc.* in any form without prior permission of the Vice Chancellor.
- d. The faculty involve in consultancy will have to ensure that their assigned Academic duties are not suffered

10. Dispute Redressal and Resolution

All cases of lack of clarity on any issue, or any ambiguity, or subjectivity in interpretation, must be reported to the Chancellor, whose decision will be final and binding. The Chancellor may, at any point of time, call for amendment or revision of this policy document as deemed appropriate. Any violation of the above policy shall be dealt with as per university rules.


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RKDF UNIVERSITY
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