

Document Number: GCOERC/PGL/21		Date: 28.02.2020
Title: Policy Document for Research and Development Cell		
Reference / Inputs:	1. Activity list	
Outcome of the Document	1. Program report	

1) Introduction:

Guru Gobind Singh College of Engineering and Research Centre, Nashik is one of the reputed engineering college in the state of Maharashtra. It has very strong Industry Institute Partnership Cell for skilling the students on various value addition courses.

The institute encourages the faculty and students for new ideas and innovations in technology and science. It also motivates them to develop the useful materials, devices, processes, and other intellectual property, some of which may have potential commercial value.

2) Aim and Objectives:

Main aim of this policy document is to provide the guidelines for research and development. Based on this aim following are the objectives

- To provide guideline for drafting and submitting project proposals under various government schemes and individual projects.
- To develop awareness of IPR among the faculties and students about IP.
- To provide every possible support to filing the patents.

3) Committee at institute level for Research and Development Cell :

Chairman	-	Principal
Member	-	Vice –Principal (Academic)
Member	-	All HOD
Member	-	Staff Co-Ordinator (from each department)
Member	-	Staff Co-Ordinator (BSE)
Member Secretary	-	One of the senior faculty



4) Frequency, Quorum and Tenure of the Committee:

- a) **Frequency:** The committee shall meet at least once in a semester.
- b) **Quorum:** Shall be 50% of which presence of Chairman and member secretary is mandatory.
- c) **Tenure:** Committee shall have tenure of one academic years or the Principal and Member Secretary will decide to be revised as and when required.

5) Process for Research Project Proposal

5.1 Research project proposals with funding from institute

- a. Few innovative and useful to institute research proposals may be submitted by the faculty to HOD for approval of the budget from the principal and management.

5.2 Research project proposals for grant from various funding agencies:

- a. Faculty will select suitable government schemes announced by various funding agencies such as, DST, ISTE, AICTE etc. for submitting the research proposal prepared in consultation with HoD and Principal.

6) Process for Patent Filing

- a. The inventor's innovative idea will be assessed by IPR cell of the institute for the suitability of the innovation. This will be forwarded to IP consultant for further scrutiny and processing.
- b. After the assessment by IP consultant, Invention Disclosure Form and undertaking form (Annexure 21.1 & Annexure 21.2) will be submitted to R & D cell through respective head of the department.
- c. The inventor and applicant shall also bear the expenses for drafting and filing the IP application.

6.1 IP Ownership

- a. Guru Gobind Singh College of Engineering and Research Centre, Nashik would hold the ownership rights when the IP is developed by the students, faculty, staff, or any external personnel not related to GCOERC by using the funds or facilities available with the institute.
- b. In case when an IP is developed as a part of work that has been funded by external agencies or consultancy, then a joint ownership must be established with proper rights to license the innovation.
- c. Also, Guru Gobind Singh College of Engineering and Research Centre, Nashik reserves the



right to use the IP for academic purposes.

6.2 Conflict of Interest and Jurisdiction

It is the responsibility of the inventors to disclose any conflict of interest or potential conflict of interest prior to applying for assessment to the institute's committee. In all circumstances, the decision taken by the institute would be final and enduring by all. All the agreements or contracts signed by Guru Gobind Singh College of Engineering and Research Centre, Nashik will be under the Nashik, Maharashtra jurisdiction.

Dr. Neelkanth G. Nikam
Principal

PRINCIPAL

**GURU GOBIND SINGH COLLEGE OF ENGINEERING
& RESEARCH CENTRE, NASHIK**





Annexure : 21.1

INVENTION DISCLOSURE FORM

Note: The Questions with * should be answered and others are optional.

1. **Name of the Inventor(s)*:**
2. **Affiliation/branch:**
3. **Address and Citizenship of the Inventor(s)*:**
4. **Title of the Invention (Optional):**
5. **Problem Solved by the invention*:** *Describe the unmet need/problems in the current solutions and the problem that this invention solves.*
6. **Brief Description of the Invention*:** *Describe the invention in general terms: What does it do? And how does it do?*
7. **Detailed Description of the Invention (Optional):**
8. **Diagrams/Figures (Optional):** Provide figures showing all the components of your invention.
9. **Literature or Prior arts (If Any-Optional):**



GURU GOBIND SINGH FOUNDATION'S

GURU GOBIND SINGH COLLEGE OF ENGINEERING & RESEARCH CENTER

APPROVED BY AICTE, GOVT OF MAHARASHTRA & DTE MUMBAI, AFFILIATED TO SAVITRIBAI PHULE PUNE UNIVERSITY

NAAC ACCREDITATION FIRST CYCLE 'B+' WITH CGPA 2.72 IN APRIL 2018. DNV-GL CERTIFIED FOR ISO 9001:2015 STANDARDS



Annexure : 21.2

UNDERTAKING

I /We the undersigned, hereby certify that the Work_____ has been undertaken by the undersigned at Guru Gobind Singh College of Engineering and Research Centre, Nashik, making use of significant use of Guru Gobind Singh College of Engineering and Research Centre, Nashik resources.

I/ We hereby agree to abide by the provision of the intellectual property policy of the Guru Gobind Singh College of Engineering and Research Centre, Nashik.

Signature(s):

Name:

Address: