



DEANERY OF RESEARCH & DEVELOPMENT

Bishop Heber College (Autonomous)

(Nationally Reaccredited at the A Grade by NAAC with the CGPA of 3.58 out of 4)

Recognized by UGC as 'College of Excellence')

CONSULTANCY POLICY

This policy intends to enhance faculty members' involvement in research and consulting projects while safeguarding academic integrity and the college's reputation. Faculty members are urged to follow the policies and procedures established in this policy and to conduct research and consulting work that is consistent with the college's mission and values.

The college's consulting services have made a significant contribution to community and societal development. The Bishop Heber faculty's expertise and resources were used by Government, Non-Governmental and Corporate to raise societal awareness as part of extension activities and research concern endeavors. Besides this, the Student Service Centre, the Cricket academy and Chess Academy generate income through service offered to various agencies.

The college works with a motto to participate in inculcation and transmission, preservation, and advancement of knowledge and to inspire students share their intellectual knowhow and twenty-first century skills with their fellow brethren enabling economic, social, cultural, scientific, and technical growth of the nation. The Departments of Botany, Biotechnology, Chemistry, Commerce, Environmental Science Management Studies, Physics, Library and Information Science, Mathematics, Physics, Physical Education and Social work are potential departments that offer consultancy services. Research advisors of the college have also offer expertise to M.Phil and Other distance education students of other





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universities. Funds have been generated for the institution through the consultancy services offered to the following agencies like CHILDLINE and IGNOU (nodal Centre).

Scope: The College is inclined to provide consultancy services through the department to the Clientele. The consultancy services could include and not be limited to training, technical assistance, research initiatives, and data analysis.

Eligibility Criteria: Faculty members shall work on consultancy projects if they have a doctorate in their area of specialization. The Clientele may be individual/groups, Community or Corporate, Companies, Governmental Agencies or Nonprofit Organizations.

Professional Fee: The fee structure for consultancy services will be based on the level of expertise required for the project, the duration of the project, and the resources required for the project. The fees will be determined on a case-by-case basis in consultation with the client. Generally, the financial structure for consultancy offered is 60% for the consultant and 40% for the institution (subjected to minor variation based on logistics and other protocols required/involved for consultancy)





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Guidelines for Faculty:

Consultancy Agreements: Faculty members who are inclined towards offering consultancy work should produce an agreement in writing from the client, detailing the scope of work, deliverables, timelines, and compensation.

Conflict of Interest: it is the duty of the faculty members to be transparent about any possible conflicts of interest resulting from their consulting job, including any financial or interpersonal ties with the client. If consulting job jeopardizes or hinders a faculty member's duties to the college or endanger the institution's reputation, the college reserves the right to reject it.

Intellectual Property: Faculty members should ensure that any intellectual property created as a result of their research or consulting work is secured and properly credited. When the college contributes substantial resources or support to the research or consulting effort, it reserves the right to claim a portion of the intellectual property rights.

Reporting: The Deanery of Research requires faculty members to report on their research and consulting projects. The findings, impact, and any publications or presentations stemming from the study or consulting work must all be included in this report.





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Compensation: Subject to the provisions of the consultancy agreement, faculty members will be paid for their research and consulting services. In order to support its research efforts, the college may withhold administrative costs from the pay.

This policy aims to promote research and consultancy activities among faculty members while maintaining academic integrity and upholding the college's reputation. Faculty members are encouraged to undertake research and consultancy work that aligns with the college's mission and values, and to adhere to the guidelines and procedures outlined in this policy.

Dr. SURESH FREDERICK
Dean, Research & Development

Dr. D. PAUL DHAYABARAN
Principal

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