



# NEHRU GRAM BHARATI

(DEEMED TO BE UNIVERSITY)

Kotwa- Jamunipur-Dubawal, Prayagraj- 221505, Uttar Pradesh (INDIA)

Administrative Office:

Shashi Campus

Jhuthi Tali, Kotwa, Prayagraj-221505

Email: [director.iqac@ngbu.edu.in](mailto:director.iqac@ngbu.edu.in)

Ref. No.NGBU-II/AC-22/1567

Date : 23/06/2022

**Sub : Minutes of IQAC Committee (2021-2022/ IInd) Meeting held on 23-06-2022 from 2.00 pm onwards at Shashi Campus, Kotwa, to consider proposal for Research Incentive Policy, Innovation & Start up Policy & introduction of value added courses at UG & PG level based on Employability, Entrepreneurship and Skill development.**

The Internal Quality Assurance Cell (IQAC) Meeting of Nehru Gram Bharati (Deemed to be University), Prayagraj as notified (**Annexure-I**) by circular No.NGBU-II/AC-22/1567 was held on 23.06.2022 at 2.00 pm onwards on the subject specified as above under the Chairmanship of Prof. Sanjay Kumar Srivastava, Vice Chancellor, NGB(DU) at Arjun Hall, Sashi campus, Kotwa, Prayagraj, UP.

At the outset Convener IQAC, welcomed the Chairperson Prof. Sanjay Kumar Srivastava, Vice Chancellor, Dr. S C Tiwari, Pro Vice Chancellor and all the members of the IQAC and introduced the members to the Chairperson. The list of members present is enclosed (**Annexure II**).

Thereafter, agenda was taken up point wise for discussion and accordingly resolution were taken which are as under ;

**Agenda I: Confirmation of Minutes of Previous Meeting held on dated 30.03.2022 along with its ATR.**

**Resolution:** Minutes of previous IQAC meeting held on 30.03.2022 reg. waste management policy and establishment of Incubation center at central library building was confirmed and approved with following observations;

- i) Pots to be placed in every premises for collection of dry & wet waste materials.
- ii) Banners to be displayed and pamphlets to be distributed within the campus for creating awareness towards cleanliness & green audit.
- iii) Research Development Advisory Committee may be constituted for preparing Research policy in accordance with revised Ordinance of Deemed to be University.
- iv) Committee for implementation of SDG 17 may be constituted under the coordination of Dr Swapnil Tripathi, Dean Law Faculty.

**ATR :**

- i )& ii) : Noted and accordingly appropriate action has been taken in this regard.
- iii) Committee has been constituted and preparation of draft is under process.
- iv) Committee has been constituted and activities are being conducted in each department.

*BSisha*  
24.06.2022

NGB(DU)-IQAC/2021-2022-II (1)



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## Agenda 2 : Organization of workshop based on Research Methodology, IPR, Entrepreneurship and Skill development.

**Resolution:** The proposal was put forth by Director, IQAC and it was discussed in length after which unanimously it was confirmed to organize as Faculty Development Program (FDP) for a duration of 7 days from 18-24/07/2022 and accordingly seven broad themes were identified and below mentioned coordinators were assigned for it's effective implementation.

Theme	Coordinator
Research Methodology	Dr Rudra Ojha, Director, Research Center
Entrepreneurship	Prof Rohit Ramesh, Dean, Management & Computer Application
Skill Development	Prof Vinod Kumar Pandey, Dean Commerce
Intellectual Property Rights (IPR)	Prof R C Tripathi, Dean R&D
Computing Skills	Sri Arvind Kumar Shukla, Head, Computer Application
New Education policy 2020	Dr Himanshu Shekhar Singh, Associate Prof, Hindi Dept
UN's 17 Sustainable Development Goals (SDG)	Dr Swapnil Tripathi, Dean Faculty of Law

**ATR :** Notified vide circular no NGBU-II/IQAC-22/1663 dated 02.07.2022 (**Annexure III**) to the respective coordinators with request to provide detailed technical and financial requirements for its smooth organization. However, as per constrain of time and with due approval of Hon'ble Vice Chancellor it was felt to initially organize a condensed one day duration program incorporating all the themes.

## Agenda 3 : Confirmation and approval of revised University's Policy & Procedure Manual and Research Incentive Policy.

**Resolution:** All the members of IQAC felt the need for the revision of existing University's Policy & Procedure Manual therefore the same has been revised and updated. The revised Policy was presented before the committee members after which aforesaid policy was approved for its implementation. Further, Research Incentive Policy was presented by Prof. Rohit Ramesh, Dean Management and Computer Application wherein all the areas such as Objectives, Scope, publications, collaborations for projects, FDP and Incentives were discussed in detail & accordingly Policy was approved for its implementation.

**ATR:** Approved copy of University's Policy & Procedure Manual and Research Incentive Policy (Revised) is being circulated (**Annexure IV**) among all the departmental heads and accordingly Incentives shall be provided.

*Shashi*

24.06.2022



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## **Agenda 4 : Constitution of Committee for conducting Academic & Administrative Audit for the academic session 2021-2022.**

**Resolution:** All the members of IQAC felt the need for the constitution of the aforesaid committee and accordingly it was decided to conduct academic and administrative audit for the previous academic year by adopting Performa prescribed by NAAC and accordingly Committee may be constituted wherein Deans, Heads and other officials from administration, shall be the members.

**ATR :** Copy prescribed by NAAC of Academic & Administrative Audit (**Annexure V**) is being circulated among all the departmental heads and accordingly audit shall be executed.

## **Agenda 5 : Confirmation and approval of Innovation and Start up Policy.**

**Resolution:** Innovation and Start up guidelines/policy was presented wherein all the areas such as Objectives, Scope, building organizational capacity, human resources creation of appropriate infrastructure, enabling environment for promoting entrepreneurship and start ups, collaborations & Incubation were discussed in detail , after which aforesaid policy was approved for its implementation.

**ATR:** Approved copy of Innovation and Start up guidelines/policy (**Annexure VI**) is being circulated among all the departmental heads for the effective implementation of the aforesaid policy.

## **Agenda 6 : Introducing more number of value added courses at UG & PG level based on Employability, Entrepreneurship and Skill development.**

**Resolution:** All the members of IQAC felt the need for introducing at least two value added courses at PG level based on Employability, Entrepreneurship and Skill development for which respective heads shall take all proactive measures.

**ATR :** List of presently offered value added course has been provided to the heads with request to prepare and introduce at least two value added course from the forthcoming academic session.

## **Agenda 7: Introducing 'Talking Hands' as one of the best practices at University level.**

**Resolution:** All the members were briefed about concept of 'Talking Hands' by Sri S. S. Mishra, Director, Special Education. As Indian Sign Language is one of the important and alternative mode of communication while communicating with individuals with Deafnesses therefore all the faculty members along with students perusing various programmes in the University may be provided an ample exposure to learn Indian sign language (ISL). So that, they can communicate at basic level, with any hard of hearing or auditory challenged individual within the University premises or outside to create an Equitable and Inclusive society. The aforesaid proposal was approved and accordingly it was further recommended to prepare a pool of master trainers with specific strategic plan out. So that, ISL could be implemented at a broader spectrum.

**ATR :** Specific plan out with targeted content has been prepared (**Annexure VII**) and is being implemented in phase wise manner.

NGB(DU)-IQAC/2021-2022-II (3)

*S. Mishra*  
24.06.2022



(Deemed to be University U/s-3 of UGC Act 1956)

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## Agenda 8 : Preparation of Academic Activity Calendar for the forthcoming academic session 2022-2023.

**Resolution:** All the members of IQAC felt the need for the constitution of the aforesaid committee and accordingly the committee was constituted consisting of the below mentioned members;

Prof Vinod Kumar Pandey	Dean Faculty of Commerce & Director, Admission sub Committee
Dr Rajesh Kumar Tiwari	Controller of Examinations
Dr Swapnil Tripathi	Dean Faculty of Law
Dr Himanshu Tandon	Dy Registrar, (Academics)

**ATR :** Committee has prepared the Academic Activity Calendar (**Annexure VIII**) for the forthcoming academic session 2022-2023 and shall be placed for approval in the forthcoming academic Council.

**Meeting ended with thanks to the chair.**

### Annexures :

- I : Meeting notification circular No NGBU-II/AC-22/1567 dated 23.06.2022.
- II : List of members present during the aforesaid meeting.
- iii: Circular no NGBU-II/IQAC-22/1663 dated 02.07.2022
- iv : University's Policy & Procedure Manual (Revised) and Research Incentive Policy.
- v : Academic & Administrative Audit.
- vi : Innovation and Start up guidelines/policy.
- vii : Plan out of "Talking Hands" .
- viii : Academic Activity Calendar (2022-2023).

**Copy to:** For kind information please.

- i) PA to Hon'ble Vice Chancellor, NGB(DU), Prayagraj
- ii) PA to Hon'ble Pro Vice Chancellor, NGB(DU), Prayagraj
- iii) PA to Secretary, NGB Society, Prayagraj
- iv) All the members of IQAC
- v) Registrar, NGB(DU), Prayagraj
- vi) Dy. Registrar (Academic)/Dy. Registrar (Finance),NGB(DU), Prayagraj
- vii) IQAC Guard File.
- viii) Sri A K Srivastava, with request to uphost the minutes on University's website.

*S. S. Mishra*

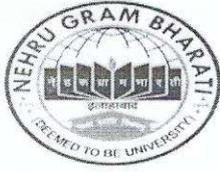
(S. S. Mishra) 24.06.2022

Director, Special Education  
(Convener IQAC)

*S. K. Srivastava*  
24.06.22  
(Prof. S. K. Srivastava)  
Vice Chancellor, NGB(DU)  
(Chairperson IQAC)

NGB(DU)-IQAC/2022-II (4)





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Kotwa-Jamunipur-Dubawal, Allahabad-221505, Uttar Pradesh (INDIA)

(Deemed to be University U/s 3 of UGC Act 1956)

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Hanumanganj Campus,  
G.T. Road, Hanumanganj, Allahabad-221505,  
Tel.: 05332 285010, 285011, 285012  
Email : info.ngbu@gmail.com

Ref. No.NGBU-II/AC-22/1567

Date : 22/06/2022

Date of Meeting : 23/06/2022

Place of Meeting: Research Center, JT campus

## Circular (IQAC Meeting 3/2022)

All the respected members of IQAC are hereby informed that an IQAC Meeting is being scheduled at research Center, JT Campus on 23/06/2022 from 2.00 pm onwards.

Constituted committee members are as under :

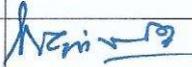
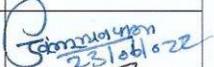
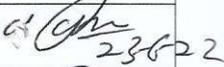
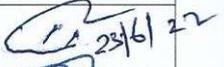
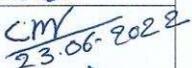
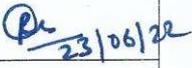
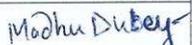
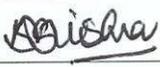
Sl.No.	Name	Designation	
1	Prof. Sanjay Kumar Srivastava	Vice Chancellor	Chairman
2	Dr. Dev Narayan Pathak	Dean Arts	Member
3	Prof. Vinod Kumar Pandey	Dean Commerce	Member
4	Dr. Ashish Shivam	Dean, Science	Member
5	Prof. Rohit Ramesh	Dean, Management & Comp. Ap	Member
6	Dr. Chhaya Malviya	Dean, Student Welfare	Member
7	Dr. Swapnil Tripathi	Dean, Law	Member
8	Prof. R.C. Tripathi	Prof. In-Charge (R & D)	Member
9	Sri Manish Mishra	Secretary, NGB Society	Member
10	Dr. S.C. Tiwari	Pro-Vice Chancellor	Member
11	Sri R.L. Vishwakarma	Registrar	Member
12	Dr. Rajesh Tiwari	Controller of Examinations	Member
13	Sri Arunendra Yadav	Block Pramukh, Bahadurpur	Member
14	Dr. Rashmi Shukla	Alumni Nominee	Member
15	Ms. Madhu Dubey	Student (M.Sc. Zoology)	Member
16	Sri Supritik Ghosh	MD, Indian press Pvt Ltd, Pryagraj	Member
17	Sri Sanjeev Jain	MD , Paras Group, Prayagraj	Member
18	Sri Rohit Yadav	Student (MA Emglsh)	Member
19	Dr Himanshu Tandon	Dy. Registrar (Academics)	Invitee
20	Sri S. S. Mishra	Director Spl Education	Convener

### Agenda

- 1) To confirm and approve the Minutes of Previous Meeting held on dated 30.03.2022 along with its ATR.
- 2) To discuss and provide approval for conducting workshop based on Research Methodology, IPR, Entrepreneurship and Skill development. To confirm and approve (post facto) Research Incentive Policy.
- 3) To provide approval for constitution of Committee for conducting Academic & Administrative Audit for the academic session 2021-2022.
- 4) To confirm and approve (post facto) Innovation and Start up guidelines/policy.
- 5) To discuss and provide approval for introducing more number of value added courses at PG level based on Employability, Entrepreneurship and Skill development.
- 6) To confirm and approve (post facto) 'Talking Hands' as one of the best practices.
- 7) Any other matter with permission of the Chair.

(R. L. Vishwakarma)  
(Registrar)

**Attendance Sheet of IQAC Meeting 3/2022 held at Research Center, Sashi Campus, Kotwa, Prayagraj on 23/06/2022 from 2.00 pm onwards.**

Sl.No.	Name	Designation	Signature
1	<b>Prof. Sanjay Kumar Srivastava, (Chairman)</b>	Vice Chancellor	
2	<b>Dr. Dev Narayan Pathak</b>	Dean Arts	 23/06/22
3	<b>Prof. Vinod Kumar Pandey</b>	Dean Commerce	 23/6/22
4	<b>Dr. Ashish Shivam</b>	Dean, Science	 23/6/22
5	<b>Prof. Rohit Ramesh</b>	Dean, Management & Comp. Ap	
6	<b>Dr. Chhaya Malviya</b>	Dean, Student Welfare	 23.06.2022
7	<b>Dr. Swapnil Tripathi</b>	Dean, Law	 23/6/22
8	<b>Prof. R.C. Tripathi</b>	Prof. In-Charge (R & D)	
9	<b>Sri Manish Mishra</b>	Secretary, NGB Society	
10	<b>Dr. S.C. Tiwari</b>	Pro-Vice Chancellor	
11	<b>Sri R.L. Vishwakarma</b>	Registrar	
12	<b>Dr. Rajesh Tiwari</b>	Controller of Examinations	 23/06/22
13	<b>Sri Arunendra Yadav</b>	Block Pramukh, Bahadurpur	
14	<b>Dr. Rashmi Shukla</b>	Alumni Nominee	
15	<b>Ms. Madhu Dubey</b>	Student (M.Sc. Zoology)	
16	<b>Sri Supritik Ghosh</b>	MD, Indian press Pvt Ltd, Prayagraj	
17	<b>Sri Sanjeev Jain</b>	MD, Paras Group, Prayagraj	
18	<b>Sri Rohit Yadav</b>	Student (MA English)	
19	<b>Dr Himanshu Tandon (Special Invitee)</b>	Dy Registrar (Academic)	
19	<b>Sri S. S. Mishra (Member Convener)</b>	Director Spl Education	



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Uttar Pradesh

Email : info.ngbu@gmail.com

Ref: NGBU-II/AC-22/1663

Date: 02.07.2022

## CIRCULAR

In continuation of the resolution in the IQAC meeting of June 23, 2022 at the Research Centre, Shashi Campus, it is informed that a 07 day Faculty Development Programme (FDP) is being envisioned for all the Faculties of NGB (DU) from July 18 – 24, 2022.

The entire event would be divided into 07 distinct themes, with each theme (for that particular day) being handled by a different coordinator.

The initial layout is as follows:

S. No. 1	Board Theme 2	Co-ordinator(s) 3
1.	Research methodology	Dr. Rudra Ojha Director, Research Centre
2.	Entrepreneurship	Prof. Rohit Ramesh Dean, Management & Comp. Application
3.	Skill Development	Prof. Vinod Kumar Pandey
4.	Intellectual Property Rights (IPR)	Prof. R. C. Tripathi Professor Incharge (R&D)
5.	Computing Skills	Mr. Arvind Kumar Shukla Head, Dept. of Computer Application
6.	New Education Policy	Dr. Himanshu Shekhar Singh Asso. Prof. Dept. of Hindi
7.	UN's 17 Sustainable Development Goals	Dr. Swapnil Tripathi, Dean, Faculty of Law

The aforementioned Professors are requested to submit a detailed programme schedule (for each allocated day) along with the proposed budget to the IQAC Director (with a Copy to the Registrar's Office) latest by July 06, 2022. The detailed proposal should also contain the proposed speakers (both external/internal) and the proposed outlay, including and any special requirements, if needed for the session.

02.07.2022

(R. I. Vishwakarma)

Registrar

Copy to the following for information/necessary action (circulated digitally):

1. P.A. to Vice Chancellor for kind information of Hon'ble Vice Chancellor.
2. P.A. to Pro-Vice Chancellor for kind information of Pro-Vice Chancellor.
3. Addl. Registrar/All Dy. Registrars/Asst. Registrar, NGB (DU), Prayagraj.
4. Director IQAC, NGB (DU), Prayagraj.
5. Guard File.

02.07.2022

Registrar

# NEHRU GRAM BHARATI

(Deemed to be University)



## RESEARCH INCENTIVE POLICY

NEHRU GRAM BHARATI (DEEMED TO BE UNIVERSITY) PRAYAGRAJ

## **Research Incentive Policy**

### **1.0 Objective**

The underlying objective of the Research Incentive Policy is to motivate the faculty members to undertake quality research, consultancy, and other research-centric activities. NGB(DU) aims to improve overall research performance and promote research activities across all departments. The purpose of the Research Incentive Policy (RIP) is to provide the means to assist with research activities and/or reward faculty members for successful publication of research output, in quality research journals of national and international repute and recognition.

### **2.0 Scope of Research Incentive Policy**

The scope of the Research Incentive envisages, in particular:

- i. To motivate faculty members to concentrate on research related activities, in addition to the teaching, so as to publish research articles in reputed refereed international and national journals with impact factor.
- ii. To pursue efforts to write books, monographs for publication by International and National publishers of repute.
- iii. To evince interest among the members of faculty to undertake efforts to establish collaborative research projects with their counterparts in reputed foreign/national Universities.
- iv. To encourage our faculty members to submit proposals and secure funded research projects from various funding agencies in India and abroad.
- v. To undertake consultancy projects sponsored by Government & Private, Industrial and other organizations.
- vi. To encourage creativity in the minds of faculty members, so that they make original contributions by way of products, concepts etc. and obtain patents.

### **3.0 Details of the Incentive Policy**

### **3.1 Research Publications**

**3.1.1** If a research paper is published based on his/her work in hard copy or in electronic form in a reputed /refereed international journal as recommended by the Research Development Advisory Committee (RDAC) of NGB(DU), incentive(s) will be paid to the faculty member as indicated below:

**Incentives for Publications:** The following incentives are provided for publishing research papers / text books by the faculty members.

- I. International Journals with Impact factor/SNIP above 2.00 - Rs 5,000
- II. International Journals with Impact factor/SNIP > 1.00 & < 2.00 - Rs 2500
- III. International Journals with Impact factor/SNIP > 0.5 & < 1.00 - Rs 1500
- IV. International Journals with Impact factor/SNIP > 0 & < 0.5 - Rs 1000

The publications will be considered only if they are indexed in Web of Science, Scopus, Humanities International Complete, EBSCO Host or Dare Database-International Social Sciences Directory. If the paper is contributed by more than one author, the credit points will be shared by all the authors equally. Faculty members are encouraged to publish papers only in reputed journals and avoid publications in paid journals. Faculty members are also required to submit a "Self-Declaration" stating that publication fee was not paid to the Journal.

**3.1.2** If a research paper is published based on his/her work in hard copy or in electronic form in a reputed /refereed national journal as recommended by the RDAC of NGB(DU), incentive will be paid to the faculty member as indicated below:

- ✓ Reputed/referred national journal that is empanelled in the UGC Care List - Rs 500

Faculty members who have taken efforts to write and publish books or monographs are encouraged and incentive will be given to the faculty member as indicated below.

### 3.2 Publication of Books

Details	Publisher	Incentive/Award
Full Book	Renowned International Publisher	5000
Full Book	Renowned National Publisher	2000
Chapters	Renowned International/International Publisher	1500
Monographs	National/International Level	1000

### 3.3 Collaborative Research Project with Foreign NGB(DU)/ Agency

- Any Collaborative research project undertaken by our faculty as Chief Investigator /Co-investigator and with a foreign Institution & NGB(DU) with tangible outcome, the faculty member is eligible to get an incentive of 20% of the project grant, if provisioned in the grant sanctioned by the funding agency. The tangible outcome shall be endorsed by the RDAC.
- If the project involves more than one faculty from the institution, the total amount will be shared among the participating faculty members.
- The year in which the collaborative project commenced is the criteria for including this into the scheme. A project cannot be included more than once in the scheme.
- Any publication arising out of this collaborative research will also be eligible for incentives as per the norms of the publication.

### 3.4 Generation of Research Grants

Faculty members are expected to submit proposals for research grants from funding agencies. It is quite likely, that these projects may involve modernization

of laboratories, acquiring of equipment required specific to the research study or conducting of surveys etc. The incentive will be linked to the total amount of research grant sanctioned by the sponsoring agency. The incentive will be 10% with a maximum amount of the research grant received from the funding agency. Since the amount being released in phases, the incentive(s) paid is also proportional to the amount received by the NGB(DU).

### **3.5 Undertaking Consultancy Projects**

- If there is a substantial contribution by the faculty member and the staff in the consultancy project and no resources of the NGB(DU) (like laboratory, computer, software etc. utilized), the members involved in the consultancy project will take 60% of the total value of the consultancy of the amount received and 40% will go to the institution.
- If the resource of the institution such as laboratory facilities, computing facilities, drafting and other facilities are utilized in the consultancy project, the share of NGB(DU) will be 60% of the total consultancy amount received and 40% will go to the faculty and other staff involved in the consultancy work.

### **3.6 Presenting research papers at National & International Conferences**

- For the faculty attending and presenting research a paper in national conferences as a first author, the institute will pay the registration charges as per the eligibility criterion for presenting the paper as recommended by the RDAC of the institution provided the conference is hosted by a reputed institution.
- Maximum of 2 faculty members from each department per academic year will be considered as recommended by the RDAC of the institution.
- For the faculty attending and presenting research a paper in international conferences held in India as a first author, the institute will pay the registration

charges (maximum ceiling of Rs, 5000/- per paper) as per the eligibility criterion for presenting the paper as recommended by the RDAC of the institution provided the conference is hosted by a reputed institution.

- For the faculty attending and presenting research a paper in international conference held abroad, the Institute shall pay full registration fee, as recommended by the RDAC of NGB(DU), provided the conference is hosted by a reputed institution. The ceiling of faculty members will not apply when the travel expenses have been provided for in the research project. Preferably, such expenses should have been factored into the project/research grant.

### **3.7 Faculty Development Programme (FDP)**

- Members of the faculty are encouraged to participate in Workshops/FDP as may be decided by the institution from time to time.
- Faculty members attending a program of more than three days duration shall plan their participation in the semester break/summer vacation so that the academic schedule of the students remains undisturbed.
- Eligibility for such programs shall be restricted to two faculty members per semester from a department. In general, programmes sponsored by UGC/AICTE/ISTE/DST and other institutions where the host institution takes care of significant portion of the training cost, the faculty will be given Academic Leave for the period.

### **4.0 PERIOD OF RECKONING**

At the end of every semester, every year.

### **5.0 PAYMENT OF INCENTIVE**

At the end of every academic year, based upon the evidence produced and

recommendations of the RDAC, the incentive will be paid to the faculty members.

## **6.0 OTHER CONDITIONS / GUIDELINES**

- When a research publication has multiple authors, the cash incentive shall be divided equally among the first two authors. Only NGB(DU) authors shall qualify for the incentive.
- It is the responsibility of the faculty member to produce evidence of having published paper in the refereed journal and the impact factor of the journal. Faculty has to produce a printed copy of the SCOPUS or other evidence and the RDAC of the institution should attest the same.
- The incentive shall apply to a maximum 2 paper/faculty member/year, subject to the condition of Intellectual Property Rights. Plagiarised works, claims on duplicated papers with different titles of the same content in different journals, seminars or dailies and such other irregularities shall attract severe disciplinary action, including recovery of incentives paid earlier and may lead loss of faculty position at the institution.
- An application form is already prescribed for this purpose is available with Dean (R&D). The faculty member is expected to submit duly filled in application as per the prescribed format attaching copies of evidence duly countersigned by the HOD.
- When a paper being presented in National/ international conferences and has multiple authors from NGB(DU), the right of travel for presentation of the paper will be restricted to the first author; and if the first author so permits to the second author in lieu of the first.
- After verifying the claim and approval by the RDAC, incentive amount will be disbursed to the faculty member(s).

- Appeals, if any, relating to the application of the incentive system, will be addressed by the RDAC of the institution, with oversight by the Vice Chancellor.

**Note:** *Since this is a tentative scheme, the criteria and modalities may be amended from time to time, with the approval of concerned authorities, keeping in mind the interests of faculty members, students and the institution.*

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# ACADEMIC & ADMINISTRATIVE AUDIT REPORT

ACADEMIC YEAR: .....

## A. ACADEMIC AUDIT

1. Name of the Department:
2. Year of establishment:
3. Examination System: Annual/ Semester/Choice Based Credit System/ Credit and Grading system/ any other system, specify:
4. Participation of the department in the curriculum development for courses offered by the University.

Academic Year	Class	Course	Name of Faculty

5. Information about research grants, projects completed and ongoing from National funding agencies (like UGC, DST):

Sr. No.	Name of the Principle Investigator	Title of the Project	Funding Agency, Duration & date of sanction	Amount (in Lakh)	Remarks if any

6. Publications (*Last Year*):

Sr. No.	Academic Year	Papers published in peer reviewed journals	SCOPUS, Web of Science Indexing Papers
1	2020-21		

7. Details of patents filed & granted and revenue income generated:

Sr. No.	Academic Year	Patent Filled	Granted	Revenue Generated
1	2020-21			

8. Details of teachers invited as resource persons for Refresher courses, Orientation courses, Seminars, Workshops, Conferences at national and international levels.

Year	Name of the teacher	Nature of Events

9. Details of teachers participated in Refresher courses, Orientation courses, Seminars, Workshops, Conferences at national and international levels. (participant, presented paper, chaired the session) (*Last Year*):

Name of Faculty	Year	FDP/STTP/Workshop Title	Organized By	Sponsored / Approved / Financed by	Dates	Durations in days
		Chemical Engineering				

**Conferences Attended**

Name of the teacher	Title of the paper	Name of the conference	National / international	Year of publication

10. Participation of teachers in various academic activities as members of committees at University level, State level, National level, International level bodies. (give details)

Sr No	Name Of Faculty	Members of committees at University level

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11. Details of teachers appointed/nominated on Editorial Boards/Reviewers at university, state, national and international levels.

Sr No	Name Of Faculty	Name of Editorial Boards as Reviewers

12. Awards / Prizes and recognitions received by teachers at university, state, national and international level:

Sr No	Name Of Faculty	Year	Name of Awards

13. Awards and Prizes received by students at university, state, national and international level:

**Co- curricular Activities:**

Student Name	Year	Event	Description	Achievements

**Extracurricular Activities:**

Name Of Student	Year	Place Organised	Competition Description	Position

14. Details of Seminars/ Conferences/Workshops/FDP organized at university, state, national and international level and the source of funding with details:

Name of Conference/ Seminars / Workshops/FDP	Funding agency	No. of Participants	University/State/National/International	Dates

15. Number of faculty who were awarded M. Phil., Ph.D., D.Sc. / D.Lit.:

16. Curricular Aspects:

- a) Does the department offer program with sufficient no. of electives options.
- b) While framing curriculum, is feed-back taken from stakeholder's viz. Students/Alumni/Parents/Employers considered?
- c) Number of teachers preparing & following Academic Teaching plan
- d) Do you offer Bridge/Remedial courses? If yes, Give details.  
Details of Remedial Courses conducted

Class	2020-21

17. What is the method for conducting internal evaluation?

18. Teacher Performance:

- a) Whether the performance of the teacher assessed by the students? If yes, are the feedback reports analysed and suggestions communicated to teachers?
- b) Whether suggestion boxes are kept in the department to get suggestions from students on infrastructural facilities available in the department?
- c) Do teachers submit Self-Appraisal Reports? Are these reports appraised by HOD and forwarded to the Principal with comments?
- d) What is the Departmental average Appraisal Score \_\_\_\_\_? How many teachers have Appraisal Score or Grade A, B, C and D?

Average Appraisal score is Good.

Appraisal Score or Grade	Number of Faculty
A	
B	
C	
D	

19. Give details of student enrichment programmes (special lectures / workshops / seminar) involving external experts.

Sr No	Academic Year	Guest Lecture/Expert	Name of Guest Speaker	Date

## **B. ADMINISTRATIVE AUDIT**

20. Department-wise Student Teacher Ratio (*Last Year*):

<b>Year</b>	<b>Student Teacher Ratio</b>
2020-21	

21. Number of teaching posts sanctioned, filled and vacant (*Last Year*):

<b>Year</b>	<b>Number of Teachers</b>	<b>Sanctioned</b>	<b>Filled</b>	<b>Vacant</b>
2020-21				

22. Faculty profile with name, qualification, designation, experience, nature of appointment (confirmed/ probation/temporary) (*Last Year*):

<b>Name</b>	<b>Designation</b>	<b>Qualifications</b>	<b>Teaching/Research Experience</b>

23. Number of academic support staff (technical) and administrative staff sanctioned, filled and vacant:

<b>Sr. No.</b>	<b>Posts</b>	<b>Sanctioned posts</b>	<b>Filled</b>	<b>Actual</b>

24. Year-wise results of students at UG:

<b>Year</b>	<b>UG</b>	<b>Appeared</b>	<b>Passed</b>	<b>Pass %</b>
2020-21				

25. Year-wise results of students at PG:

<b>Year</b>	<b>PG</b>	<b>Appeared</b>	<b>Passed</b>	<b>Pass %</b>
2020-21				

26. Student progression/ placement record: Number/ percentage of students proceeded for higher studies Number/percentage of students placed:

<b>Year</b>	<b>% proceeded for higher studies</b>	<b>% of students placed</b>
<b>2020-21</b>		

27. Present details of departmental infrastructural & other facilities with regard to

- a) Details about Library Committee :
- b) Central Library Books and Journals, etc, relevant to Department:
- c) Online (books, journals etc.) Subscribed :
- d) Computers and Internet facilities for staff :
- e) Total number of class rooms :
- f) Class rooms with ICT facility :
- g) Students' laboratory :
- h) Research laboratories :
- j) Any other facility LCDs or Projectors, :

28. Diversity of Students : (Year-wise)

<b>Name of the Programme</b>	<b>% of students from the same university</b>	<b>% of students from other universities within the State</b>	<b>% of students from universities outside the State</b>	<b>% of students from other countries</b>
2020-21				

29. Number of students cleared Civil Services and Defense Services examinations, NET,SET, GATE and other competitive examinations? Give Category wise data.

<b>Year</b>	<b>PSC</b>	<b>NET/ SET</b>	<b>GATE</b>	<b>Other Exams</b>	<b>Total</b>
2020-21					

30. Student progression/ placement record: Number/ percentage of students proceeded for higher studies Number/percentage of students placed:

<b>Year</b>	<b>% proceeded for higher studies</b>	<b>% of students placed</b>

31. Diversity of Faculty:

<b>Teaching faculty</b>	<b>%</b>
from the same university	
from other universities within the State	
from other States	
from outside the country	

Declaration by the Head of the Department

I am aware that the above information provided by the department will be validated by the AAA committee during the Visit.

Head of the Department  
(Signature & Seal)

Date:

Auditor 1

Auditor2

Remarks:

# NEHRU GRAM BHARATI

(Demed to be University)



## *Innovation and Startup Guidelines*

(Addendum to Research Promotion Policy)

## **1.0 Short Title, Application and Commencement**

1.1 These guidelines may be called Nehru Gram Bharati (DU) Prayagraj “Policy guidelines for the promotion of innovation and start-up.”

1.2 These guidelines shall apply to all Faculty members, Staff, Research fellows, Ph.D. Scholars and students of Nehru Gram Bharati (DU) Prayagraj.

1.3 The Policy Guidelines shall come into force with effect from the date of approval.

## **2.0 Introduction**

The Ministry of Human Resource Development in 2019, released the National Innovation and Startup Policy 2019 for students and faculty of Higher Education Institutions (HEIs) with an aim of building a strong ecosystem at HEI’s for nurturing creativity and entrepreneurial abilities amongst the youth as well as creating a conducive environment for entrepreneurial projects. The vision behind the initiative is to facilitate engagement of student and faculty in innovation and entrepreneurship which will drive a sustainable economic growth by becoming a source of job creation. Innovation and Entrepreneurship has emerged as one of the key points of higher education system with focus to give impetus to overall economic development for realizing the vision of self-reliant India (Atmanirbhar Bharat). In the light of this, NGB(DU) needs a policy document for reference and guidance for all stakeholders. This Innovation and Startup policy shall also act as a catalyst in creating more campus entrepreneurs by providing awareness on taking entrepreneurship as a preferred career.

## **2.1 Background**

In past the various Ministries of the Government of India have initiated several activities for the growth of innovation and startup ecosystem. Different State Governments including Uttar Pradesh have come up with States Policy on Innovation and Entrepreneurship. Also, to bring uniformity in the identified enterprises, Ministry of Commerce and Industries (Department of Industrial Policy and Promotion) on 17th February, 2016 has notified which entity which will be considered as a 'startup' in the in the Gazette of India. This was done as per launch “Startup India” by Hon’ble Prime Minister of India on 16th January 2016. Over the last decade, there has been a growing realization in India that with its 65% of the population under the age group of 35 years, it is imperative that we not only explore the new avenues for their employability but also and most importantly, address their aspirations to have their own ventures. In order to provide sustainable impetus to the initiation of startups and boost innovation, it is important that the budding student entrepreneurs gets right kind of guidance and help at their campus.

## **2.2 Vision**

Developing a comprehensive ecosystem for supporting innovation and nurturing startups amongst the NGB(DU) community.

## **2.3 Mission**

To inculcate entrepreneurial competence in students, grooming them to take on entrepreneurial role as a preferred career and foster a student-driven and socially relevant sustainable start-ups.

## **2.4 Objectives**

The objectives of these guidelines are:

- i. To encourage student and faculty to pursue innovation and entrepreneurship.
- ii. To inspire students and faculty to align with the University's broad based goal i.e. enhance employability and entrepreneurial capability among students.
- iii. To foster an ecosystem to generate ideas across disciplines that can be transformed into successful innovative technologies, products and services
- iv. To develop mechanism for technology development and technology transfers.
- v. To provide mentorship, guidance and support to create start-ups.
- vi. To collaborate with various government departments, research organizations, industry and funding agencies to promote and support innovation, technology development and startups.
- vii. To create an institutional framework for effective implementation, monitoring and evaluation of this policy.

## **3.0 Definitions**

- i. Accelerators: Startup Accelerators design programs in batches and transform promising business ideas into reality under the guidance of mentors and several other available resources.
- ii. Angel Investors and Venture Capital Funds: Individuals or firms financing startups
- iii. Academic Programme: The academic programmes in all streams consists of core courses, domain electives, open electives and value addition courses
- iv. Academic Programme Worksheets: As per choice-based credit system the student has a choice of courses from a basket of courses to finalize his academic programme worksheet.
- v. Cash flow management: Cash flow management is the process of tracking how much money is coming into and going out of your business.
- vi. Co-Creation: Co-creation is the act of creating together. When applied in

business, it can be used as is an economic strategy to develop new business models, products and services with customers clients, trading partner or other parts of the same enterprise or venture.

vii. Entrepreneurship Course Curriculum: It refers to the course contents and academics that are provided to students for entrepreneurship development and awareness. It includes courses on business opportunity identification, business idea generation, creativity and innovation, B-plan and feasibility, Government policies etc.

viii. Equity: An equity share, commonly referred to as ordinary share also, represents the form of fractional or part ownership in which a shareholder, as a fractional owner, undertakes the maximum entrepreneurial risk associated with a business venture. The holders of such shares are members of the company and have voting rights.

ix. Incubation: Incubation is a unique and highly flexible combination of business development processes, infrastructure and people, designed to nurture and grow new and small businesses by supporting them through the early stages of development.

x. Intellectual Property Rights Licensing: A licensing is a partnership between an intellectual property rights owner and another who is authorized to use such rights (licensee) in exchange for an agreed payment (fee or royalty).

xi. Pedagogy: It refers to specific methods and teaching practices (as an academic subject or theoretical concept) which would be applied for students working on start-ups.

xii. Pre-incubation: It typically represents the process which works with entrepreneurs who are in the very early stages of setting up their company. Usually, entrepreneurs come into such programs with just an idea of early prototype of their product or service. Such companies can graduate into full-fledged incubation programs.

xiii. Start-up: An entity that develops a business model based on either product innovation or service innovation and makes it scalable, replicable and self-reliant.

xiv. Student Start-up: A Start-up that is initiated by student(s) enrolled in NGB(DU), Prayagraj.

xvi. Technology commercialization: Technology commercialization is the process of transitioning technologies from the research lab to the marketplace

xvii. Technology licensing: Agreement whereby an owner of a technological intellectual property (the licensor) allows another party (the licensee) to use, modify, and/or resell that property in exchange for a compensation.

xviii. Venture Capital: It is the most well-known form of start-up funding.

## **4.0 Strategies & Governance for promotion of entrepreneurship**

### **4.1 Creation of appropriate Infrastructure: -**

4.1.1 University to provide latest core infrastructural facility for innovation and startup activities such as ready to use infrastructure including fully furnished sitting arrangement, computers with internet connectivity, electricity, water, security and other office.

4.1.2 Facilities such as research labs, testing labs, design studios, Entrepreneurship development centre, Technology transfer cell, IPR cell, Technology enabling centre, to be made available.

4.1.3 Promotional support for incubators and startups etc. should be setup

4.1.4 Availability of resources for pre-incubation and development of common facilities to be made available as a part of financial strategy for prospective innovators and entrepreneurs. To work on entrepreneurial agenda budgetary provision to be made available in terms of:

i. Allocation of up to 1% of annual institutional budget for funding and supporting innovation and startups related activities.

ii. Fund raising from Government funding agencies such as DST, DBT, BIRAC, MHRD, AICTE NRDC, Startup India, Invest India, MeitY, MSDE, MSME, etc., industries and other private networks

iii. Support from Alumni network and active engagement with corporates under CSR activities.

4.1.5 Promotion of Innovation and Entrepreneurship to be one of the agenda in annual planning of the University as a part of planning strategy. Proper mechanism to be introduced for monitoring and assessment to facilitate for the development goals as per annual planning

4.1.6 All the Advisers, Deans and Hols will be responsible for implementation of Innovation and Entrepreneurship goals for long term sustainability of the vision and mission statements along with appropriate focus on it.

4.1.7 Smooth processes to be developed for decision making and solving hierarchical barriers.

4.1.8 Wide publicity of Innovation and Entrepreneurial agenda across all domains and department of the University to be given for promoting innovation through multidisciplinary approach.

4.1.9 The university will participate in various activities related to innovation and startups promoted by MoE, UGC, AICTE and other government bodies, industry and academia in order to develop the spirit, skill and competencies of innovation and entrepreneurship. The University will mobilize students for Smart India Hackathon (SIH) and other innovation, business idea and startup competition.

4.1.10 The University will participate in Atal Ranking of Institutions Innovation

Achievement (ARIIA) and other national and international rankings.

4.1.11 NGB(DU) to develop pedagogical Interventions like infuse design thinking into the syllabi and inclusion of Innovation and Entrepreneurship programmes in curriculum to facilitate startup process by seamlessly integrating the incubation value chain into the academic programs to have early exposure of incubation value chain to potential student start-ups.

4.1.12 Encouragement of participation of Students and Faculty members in national and state level activities like seminar, conference/in-house programmes of Incubators/Accelerators, boot camps and other similar programmes related to Innovation/Entrepreneurship/IPR/Design.

4.1.13 University to create a Hub and Spoke Incubation Model involving all possible stakeholders to have Incubation both in in-situ and ex-situ mode.

4.1.14 University to host regularly start-up related national level dialogues, workshops and conferences to benchmark its own progress and influence national policy makers to shape futuristic policies and action strategies to promote Innovation and Student Start-ups in affiliating- type Universities

## **4.2 Enabling environment for promoting entrepreneurship and start -ups**

4.2.1 Students: -

i. Students are expected to have 100% attendance. However relaxation in attendance up to 25% can be given.

ii. The institute would allow their students to take a semester/year break (as per recommendation of Head of the Institution) to devote time on the startup venture.

iii. Appropriate credits to be awarded based on the recommendations of the review committee for Student entrepreneurs showing positive results in enterprise.

iv. Conducting regular Webinars on Innovations and Startups every semester.

v. Facilitate Start-ups by Alumni (within 3 years of graduation)

**4.2.2 Faculty: -**

i. University to allow faculty to take off for a semester / year in the form of as sabbatical/ casual leave/ earned leave/ unpaid leave for working on technology transfer/startups/student startups.

ii. The seniority and other academic benefits during such period may be preserved for such faculty.

## **4.3 Creating Innovation Pipeline and Pathways for Entrepreneurs**

4.3.1 The University to facilitate creation of innovation pipeline and pathways in two stages, one for the development of innovative products and services for societal benefit encompassing the sectors for sustainable development such as Agriculture, Energy, Environment, Food, Health and the second one for monetizing such innovations through start-ups/technology transfer.

4.3.1.1 The mechanism developed at the University to develop skills associated with entrepreneurship innovation pipeline and pathways includes curriculum and extra curriculum based programs like training programs in form of Webinars / Lectures / Hands-on Workshops. The following programs will be offered to all students and can be organized at three levels viz., Beginners, Intermediate, and Advanced level:

a) Ideation, process of generating ideas, which has been formalized for solving tangible and practical problems. It can be taught to participants through Curriculum and extra curriculum based programs like training programs in form of Webinars / Lectures / Hands-on Workshops / Curriculum on Design Thinking / Market Research etc. These programs will be offered to all students and will be organized at three levels viz., Beginners, Intermediate, and Advanced level.

- Credit course to be offered on Idea Generation during each semester.
- Periodic/regular competition(s) on Idea Generation for National Priority Areas to be conducted and the winners will be facilitated with recognition and help them out in implementation of the ideas and IP protection.

b) Implementation: It is the process of converting ideas into products and is a very mature field

- Credit course to be offered on Product Design in each semester.
- Tinker Labs and Specialized Technology Labs with off the Shelf Components for quick integration and testing of Idea/concept should be developed for all the key technologies like IoT / Blockchain / AI / ML etc.

#### **4.4 Building Organizational Capacity, Human Resources, and Incentives**

4.4.1 NGB(DU) to identify/recruit faculty to be inducted with innovation and entrepreneurial/industrial experience, behavior and attitude to help in promoting innovation at all levels.

4.4.2 The existing faculty will be trained in entrepreneurship development skills through various Faculty development programmes and Entrepreneurship Development Programmes.

4.4.3 The concept of Innovation mentors in all departments and Institutes will help in cross disciplinary research and innovation with linkages in various areas. This will help in utilization of resources and cross- fertilization of knowledge across the university.

4.4.4 Faculty and staff should be encouraged to undertake courses/trainings/certification on innovations, entrepreneurship and IPR.

4.4.5 Experts from industry/accelerators and incubators/Entrepreneurship development Institutes to be invited for guest lectures and industry collaboration for knowledge advancement and to extend support to the existing system

4.4.6 The Annual Student Innovation and Start-up Index will put equal stress on

process and output driven indicators along with structures and outlay driven indicators. The University will create an easily understandable ranking system, including the Student Start-up Index, which would include the work and the outcomes in student start-ups/ faculty ventures, patent / IPR/ technology transfer

4.4.7 In order to attract and retain right people, NGB(DU) will review academic and nonacademic incentives and reward mechanisms for all faculty and stakeholders to actively support entrepreneurship agenda and its activities.

a) The reward system for the faculty may include points in the Appraisal System, office and lab space for entrepreneurship development activities awards, trainings, etc.

b) The recognition of the stakeholders may include offering use of facilities and services, strategy for shared risk,

c) Students may be given incentives in terms to attendance as per university policy, credit transfer etc.

d) Awards and ranking system for on campus student startups

#### **4.5 Collaboration**

Co-creation and Business Relationship, and Knowledge Exchange

##### **4.5.1 Stakeholder engagement**

i. NGB(DU) to extend the role of the existing incubator and EDC to encourage co-creation, bi-directional flow/ exchange of knowledge.

ii. NGB(DU) to organize networking events such as trade fairs, investors meet, exhibitions and start-up fairs etc.

iii. Knowledge capitalization mechanism to be developed by the university

iv. Review of Policy and guidelines for external stakeholders for joint project/collaboration such as Incubation, co- development of product/ service/IP sharing etc.

v. Faculty, staff and students of the university be encouraged to connect with industry for research, development and funding

vi. Single Point of Contact (SPOC) mechanism for stakeholders to ensure access to information.

#### **4.6 Incentives for Faculty & Students Driven Innovations and Startups**

To ensure exposure of maximum students to innovation and pre incubation activities at their early stage, setting students' academics friendly norms and guidelines for giving suitable incentives.

##### **4.6.1 Incentivizing Students**

4.6.1.1 NGB(DU) will permit the students to setup social, tech and non tech startup right from the first year of their program of study. Students can work part time/work as an intern for the startups incubated at NGB(DU) while studying.

4.6.1.2 NGB(DU) will permit the student entrepreneurs working on a startup idea right from the first year of their program of study to convert their startup project as their final year project towards degree completion.

4.6.1.3 NGB(DU) will permit student innovators/entrepreneurs to opt for startup in place of summer training.

4.6.1.4 NGB(DU) will provide a Gap year facility to the students who wish to pursue full time entrepreneurship. Students can take a break of maximum one year for a two-year programme and two years break for three years. However, the maximum period to complete the degree will be as per the university norms i.e., the students of 2 years programme can complete their programme in N+1+1 year and students of 3 years plus duration can complete their programme in N+2+1 years, where N is the number of years of the programme.

4.6.1.5 The students will be encouraged to take up same discipline/inter-disciplinary or multi-disciplinary projects and such teams may consist of students from more than one branch of Engineering and Management. For such a project, there will be a faculty guide from each of the concerned departments and the guides will work together to support the project. For working on innovative prototypes/business Models students can earn credits.

4.6.1.6 NGB(DU) plans to permits the students who are under incubation and pursuing some entrepreneurial ventures to use their hostel address while studying at the university to register their company with due permission of the competent authority.

#### **4.6.2 Incentivizing Faculty for Entrepreneurship**

4.6.2.1 Faculty/staff can take shares up to 2% in student startups, as long as they do not spend more than 10% of office time on the start-ups in advisory or consultative role and do not compromise with their existing academic, research and administrative work /duties.

4.6.2.2 In case the faculty/ staff holds the executive or managerial position for more than three months in a start-up, then they will go on sabbatical/ leave without pay/ earned leave.

#### **4.6.3 NGB(DU) share**

4.6.3.1 In return of the services and facilities, University may take 2% to 9.5% equity/ stake in the start-ups/ company, based on brand used, contribution, support provided and use of institute's IPR on case to case basis.

4.6.3.2 In case of compulsory equity model, Start-ups may be given a cooling period of 3 months to use incubation services on rental basis to take a final decision. In such cases, University cannot force start-ups to issue equity on the first day of granting incubation support.

### **5.0 Incubation & Pre-Incubation support**

5.1 Policy defining the support to be extended to start up during Incubation

and Pre Incubation period by NGB(DU) Incubation centre by

5.1.1 Supporting the aspiring young entrepreneurs/students in building and evolving viable business plan, pre implementation studies and support till roll out

5.1.2 Setting up its own fund or set up a fund with the support from multiple stakeholders (HNI's) and create Prototype Fund that will help very early-stage startups.

5.1.3 Supporting incubation and student projects based on merit within the availability of funds, after detailed evaluation of the Project on refundable basis. NGB(DU) support will solely be made at its discretion after evaluation of the ideation concept, project, plan feasibility and other due consideration of the associated factors

5.1.4 Setting up an Incubation Centre desk for periodical guidance, mentoring to the eligible enlisted start ups

5.1.5 NGB(DU) will also work with various PSU Banks, Financial Institutions, Corporate Houses (CSR fund) to set up a student startup angel fund, for expeditious conversion of aspiring start up dreams into realities, across campuses.

5.1.6 NGB(DU) will also establish linkages with external angel networks, incubators to help student start-ups wherever in need on a real time basis.

5.1.7 NGB(DU) will work with various venture and angel fund groups and governmental institutions to help students obtain financial incentives, marketing promotions and other start up incentives offered by the government since inception.

## **6.0 IPR Ownership of Technologies Developed at NGB(DU)**

6.1 The University IPR Cell to extend all support for prior art search, filing of the patent, RFE/FER Filing, facilitation of patent grant. Since the University resources like research infrastructure, manpower, enterprise structures and funds are utilized or when IPR is developed as a part of curriculum/ academic activity, all IP rights shall vest with the University and be the absolute property of the university.

6.2 Directorate of Innovation and Technology Transfer (DITT) to facilitate licensing the product / IPR to any commercial organization in consultation with the inventors. License fees could be either /or a combination of

- Upfront fees or one-time technology transfer fees
- Royalty as a percentage of sale-price or fee per product sold
- Equity-stake in the company licensing the product

6.3 As University is not allowed to hold the equity as per the current statute, therefore a competent body may be requested to hold the equity stake in a start-up company on University's behalf.

6.4 When inventors wish to incubate a company and license the product to this company, the maximum royalty shall be 8% of the sale price or net sales. In case of equity stake it shall be between 2% to 8%. However, in case of a pure software product licensing, the revenue sharing will be mutually decided between the University and the incubated company.

6.5 When a Product/ IPR is developed by innovators not using any of the institute facilities, outside office hours (for staff and faculty) or not as a part of curriculum by student, then product/ IPR will be entirely owned by the inventors in proportion to the contributions made by them. In this case, inventors can decide to license the technology to third parties or use the technology the way they deem fit.

6.6 There should be a committee to resolve the IPR Ownership issues. The committee should consist of one faculty member having developed sufficient IPR and translated to commercialization, one of the university's alumni having experience in technology commercialization, one legal advisor with experience in IPR, one Technology transfer professional and Head of the University will scrutinize the issue after meeting the inventors and Institute HoI and help them to settle the matter.

6.7 When product/IP is developed utilizing university facilities and funds then NGB(DU)'s IPR cell/incubation center/Technology Transfer Office will be a coordinator and facilitator for providing services to faculty, staff and students. IPR cell will examine whether the IPR is worth patenting. The committee should consist of an internal domain expert who have experience and excelled in technology translation, one technology transfer expert and an IPR expert. However, when product/ IPR is developed by innovators not using any of the institute facilities and funds then they alone will have a say in patenting.

### **6.8 Committees and its Composition**

6.8.1 Two levels of committees; one at the Domain level and second at the NGB(DU) (institution) level to be set up. All the recommendatory decisions pertaining to the faculty/ student start-ups will be taken up by the above committees.

#### **6.8.2 Domain level Committee:**

6.8.2.1 Role & Responsibilities: -

- i. Develop strategy to promote innovation and entrepreneurship
- ii. Oversee entrepreneurial activities
- iii. Provide help and support to startups by providing collaborations and networking
- iv. Provide guidance and facilities to start-ups during gestation.
- v. Conduct awareness camps, seminars/conferences and capacity building workshops

vi. Coordinate with University level committee for getting approvals.

#### 6.8.2.2 Composition:-

a. Chairperson - Dean/Hol/Senior professor nominated by Vice Chancellor  
b. Member – Senior expert from outside the Institute, to be nominated by the Vice Chancellor.

c. Member(s) - Two professors well versed aspects of Entrepreneurship to be nominated by the Dean.

d. Member secretary -E-Cell coordinator nominated by Dean.

i. The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 3 out of 5 members (including Chairman).

ii. The committee shall have the power to assess the issues and requests put forth before them and shall submit their recommendations on each case within a period of 30 days from the date of receipt of case.

#### 6.8.3 University Level Committee

##### 6.8.3.1 Role & Responsibilities:-

i. Oversee and coordinate the university's innovation and entrepreneurship pipeline

ii. Ensure the implementation of successful educational programs in Innovation and entrepreneurship

iii. Resolve any dispute

##### 6.8.3.2 Composition:-

a. Chairperson – VC/ nominee of VC of the University.

b. Member - External expert to be nominated by the Vice Chancellor.

c. Member - Two professors well versed with Innovation/Entrepreneurship/IPR, to be nominated by the Vice Chancellor.

d. Member – Director Research

e. Member – Head IPR Cell

f. Member Secretary – Head Incubator

i. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 4 out of 6 members (including Chairman).

ii. University level committee shall consider the recommendations of the Domain level committee in the matters of sharing of finance, providing appropriate resource etc.

iii. The committee shall send the report after study and the recommendation to the competent authority within a period of 15 days from the date of receipt of recommendation of Domain level committee for implementation.

#### 7. Pedagogy & Learning Interventions for Supporting Innovations & Start-ups

NGB(DU) will adopt and produce desirable learning outcomes as part of

curricular, co- curricular and extra-curricular level. The following pedagogy and learning interventions to be adopted

- i. The Entrepreneurial Eco-System would be enhanced by promoting a conducive environment, strong inter-business partnerships for a purposeful endeavour to resolve a community problem.
- ii. To develop creative mind-set tools for students to build creativity, life-long learning orientation, identification of skill-sets of individual students- with directive, participative learning. It should be an enabling exercise to enable them to develop and own skill-based workshops, rotate experiential learning activities to activate others within the campus.
- iii. Learning to be incorporated within students by development of multi-level, multidisciplinary, heterogeneous groups. These groups may be encouraged to identify efficacious ideas, thoughts, ventures, industry cases, projects, plans, strategies applied for rebuilding people lives, livelihoods, reconstruction of local institutions and establishments
- iv. To provide environmental awareness with exposure to Industry, Society, Community problems through on-going student field work for various existing and potential problems. To identify what's working and what's not working and what's missing. To understand the importance of problem worth solving and develop an eye for opportunity recognition and opportunity evaluation.
- v. To undertake continuous coaching and training, students must be encouraged to take up entrepreneurship as a preferred career choice and launch a business model start-up. They must be hand-held by expert faculty members to engage in pre-start-up activities, capacity building programmes/activities with available resources. They should be given an opportunity to choose field expert mentors related to their business idea to guide them on the start-ups to make it a sustainable exercise.
- vi. Students will be trained to prepare financial objectives, financial budget plan for the initial start-up and calculate tentative cash flow and inflows, sales volumes, assets and liabilities, essential/non-essentials items requirements and sources from where they can be procured. The student will be skilled identify the infrastructure resource plan for initiating the project start-up.

- vii. The student will be trained to leverage the emerging new technologies prevailing in the ecosystem, which can synergise the product or service with the customer. The student should be directed to review applicable technologies and accordingly develop Intellectual Property Rights to protect their idea, product, or business model from competition.
- viii. Tools for start-up progress evaluation to identify any deviations from the initial idea and ensure equity, efficiency, effectiveness, adequate satisfaction, highest consumer preference, public interest and public responsiveness and sustainability in the project to be developed. The prospective student entrepreneur should conduct comprehensive evaluation of process, impact, outcomes, drawbacks, cost-benefit analysis, cost-effectiveness analysis, statistical studies, qualitative and ascertain the improvements needed for start-up impact.
- ix. Learning pedagogies will be developed for startup evaluation, developing a contingency plan. Project analysis etc

***The above policy statements can be modified if required keeping in mind the benefits of society, students, institution, and innovators.***

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**Awareness cum Sensitization Workshop on Indian  
Sign Language (Basic Communication Skills)**

**"TALKING HANDS"**



**BEST PRACTICES**

**NEHRU GRAM BHARATI**  
**(Deemed to be University U/s- 3 of UGC Act 1956)**  
**KOTWA-JAMUNIPUR-DUBAWAL, ALLAHABAD-221505 (U.P.)**

## CONCEPT NOTE

*Hearing Impairment, if sufficiently severe has numerous primary and secondary effects on the human beings. Its primary effect, is the restriction it can impose on acquisition & use of language in communication. Its secondary effects are more widespread (particularly because of inappropriate measures of habilitation) can include impoverished communication that restricts experience, hinder personal/social development and prevent optimal educational attainment. The third level of adverse effect is found when the child is due to leave school. Poor educational attainments will restrict employment options, limit income and circumscribe the leisure activities. These restrains can in turn substantially reduce the quality of a person's life in a myriad of ways. As we are already aware that the effects of hearing impairment are not only limited to the affected individual rather such effects are also extended to the family of the person and to the society at large.*

*The ability to communicate with teacher & peers is the major component of academic success for students with hearing loss. Teacher – student communication and student - student communication are primary means of learning in the classroom. Students who have difficulty communicating in the classroom may choose not to participate in the classroom activities, which may in turn effect their learning and ultimately hinder their academic success.*

*The variations in communication skills are more complex than simply classifying students as proficient in spoken communication or in sign communication because various combinations of the two have implications in terms of how the deaf students will interact with hearing peers as well as with deaf ones. Deaf and hard of hearing students communicate differently depending on the situation. In communicating with hearing peers, some students prefer using spoken communication only, others may use both spoken communication and sign, while still others may use sign communication only. Deaf & hard of hearing students may use a variety of styles and strategies for communication, depending on who is doing the communication with whom and the setting. As we are aware that India is a signatory to the United Nations Convention on Rights of the People with Disabilities (UNCRPD) which strongly promote, protect and ensure the full and equal enjoyment of all human rights and fundamental freedoms by all persons with disabilities and to promote respect for their inherent dignity. In its Article 24 it also ensures state parties to facilitate the learning of sign language and for the promotion of the linguistic identity of the deaf community.*

*Since several years the deaf education community has witnessed considerable discussion about the linguistic communication options available for deaf and hard of hearing students but still 'Communication options' is a sensitive and unique area specially for special educators dedicated for providing proper educational rehabilitation of deaf and hard of hearing children. It is extremely important and essential area to be explored to provide barrier free, inclusive, right based and disabled friendly environment to the so called differently able population.*

### **Need of the hour: Inclusive Education**

*NCF (2005) advocates that learners with special needs should be educated with other learners in "Inclusive schools." It further visualizes the creation of Inclusive schools wherein learning is child-centered, catering to the needs & requirements of each individual child.*

Now, we see the child as a constructor of his/her own knowledge & move away from traditional teacher dominated "chalk-talk-text" based teaching towards child centered education that makes use of child centered pedagogy. It is worthwhile, to mention here, that Inclusion is a process & not a method or condition which ultimately leads to the empowerment of the learners with special needs, in an environment of **self- motivated, self-actualizing and self - monitored learning.**

### **Classroom Participation:**

The ability to communicate with teacher & peers is the major component of academic success for students with hearing loss. Teacher – student communication and student - student communication are primary means of learning in the classroom. Students who have difficulty communicating in the classroom may choose not to participate in the classroom activities, which may in turn effect their learning and ultimately hinder their academic success.

### **Acquisition of language skills:**

"Educational Bilingualism" as the Communication option is a sensitive area specially for special educators, who are providing proper educational rehabilitation of deaf and hard of hearing children. Therefore, it is the need of the hour to provide barrier free, inclusive, right based and disabled friendly environment to the so called differently able population. Specially, all the professionals serving in the field of special education (CWHI: Children with Hearing Impaired) must acquaint with the "Indian Sign Language" therefore, this three days workshop is being organized in the University.

### **Aims:**

- The three days Awareness cum Sensitization workshop in Indian Sign Language aims to train all the faculty members and students of Nehru Gram Bharati deemed University, Prayagraj so that they can facilitate communication with people who are Deaf and Hard of Hearing.
- This will also enable participants to acquire knowledge, skills and competencies in interpreting Indian Sign Language into other spoken languages and vice versa.

### **Objectives :**

- The main objective of the programme is to train participants to provide communication access to Deaf and Hard of Hearing people in various settings in real life.

**CONTENT OF THE WORKSHOP**  
**DAY I**  
**(from 10.30 am till 03.30 pm)**

***Vocabulary:***

- |  |  |
|--|--|
| <i>1) Animals</i>  | <i>2) Biographical information</i>             |
| <i>3) Body parts and appearance</i>                      | <i>4) Calendar items and time – days, mont</i> |
| <i>5) Character</i>                                      | <i>6) Colours</i>                              |
| <i>7) Daily routines</i>                                 | <i>8) Education</i>                            |
| <i>9) Environment, nature, weather and seasons</i>       | <i>10) Family</i>                              |
| <i>11) Feelings and emotions</i>                         | <i>12) Festivals and celebrations</i>          |
| <i>13) Food, meals and cooking</i>                       | <i>14) Greetings and introductions</i>         |
| <i>15) Health and ailments</i>                           | <i>16) Home and household</i>                  |
| <i>17) Jobs and professions</i>                          | <i>18) Money</i>                               |
| <i>19) Numbers (cardinal / ordinal)</i>                  | <i>20) Personality</i>                         |
| <i>21) School</i>  | <i>22) Size, weight and other measures</i>     |
| <i>23) Social life, interests, sports and activities</i> | <i>24) States, countries and languages</i>     |

## DAY II

**(from 10.30 am till 11.30 am)**

### **BASIC VISUAL EXPRESSIVE SKILLS : Level I**

- Greetings and introductions
- Simple Adjectives relating to emotions and feelings, colours & shapes.

**(from 11.30 am till 12.30 pm)**

- Pronouns, and Nouns: Household, School
- Basic direct communication and dialogues
- Basic picture stories

**(from 1.00 pm till 2.00 pm)**

### **BASIC COMMUNICATION SKILLS: Level II**

- Verbs, Sentences
- Body parts, Health and Ailments, Behaviour norms
- English Manual Alphabet (two-handed), Numbers and Numerals

**(from 2.15 pm till 3.30 pm)**

- Food, Profession and Work terms, Money, Measures
- Calendar items, Time, Directions
- Short stories
- Interrogatives

## DAY III

**(from 10.30 am till 11.30 am)**

### **BASIC COMMUNICATION SKILLS:**

- Negation
- Festivals , Social Life
- Nature , Weather , Animals

**(from 11.30 am till 12.30pm)**

- Location, Place names, Languages
- Transportation

**(from 1.00 pm till 2.00 pm)**

### **BASIC COMMUNICATION SKILLS: Simple & technical terms**

- Simple technical terms: School Subjects
- Simple technical terms: Telecommunication

**(from 2.15 pm till 3.30 pm)**

- Simple technical terms: Government and Legal setup
- Simple technical terms: Medical terms

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