



# VET Institute of Arts and Science

(Co-education College)

(An Institution Run by Vellalar Educational Trust)

(Affiliated to Bharathiar University)

Thindal, Erode – 638 012.

## Consultancy Policy

The institution believes consultancy to be an effective way to disseminate knowledge and likewise encourages its faculty to provide its expertise and guidance for the needful through consultations. The college, as a socially responsible institution wants to make an early and direct impact on society through consultancy, whereas maintaining balance between consultancy and the traditional roles as a teacher. All Research and Non-research consultancies are governed by the established norms as described in the Policy on Consultancy Projects. However, the balance between consultancy and the traditional roles of the academic staff needs to be managed and the interests of the institution must be protected. This Policy provides provisions for conducting consultancy to ensure that consultancies undertaken by the faculty are consistent with the institution's strategic and operational objectives and the costs are sustainable.

### The Policy

All Research and Non-research consultancies as described in this Policy are governed by the following guiding principles:

- a) There should be demonstrable benefit to the College from the consultancy through income, enhanced reputation, and/or expanding the expertise of the staff member
- b) The Consultancy must not be in conflict with VET-IAS Research and Extension
- c) The staff who undertake shall ensure that there won't be any contradictions between policies such as employment, Code of Conduct, etc.,
- d) The Consultancy must not be in conflict with the functions, objectives or interests of the college or damage the college's reputation
- e) At a minimum, the salary and on-cost charges set by the College Management must be applied to all project budgets. All Consultancies are required to include overheads
- f) Faculty should motivate the students towards participation in industrial consultancy projects
- g) Staff members shall not undertake external research activities where no formal agreement has been authorized by the College.

### Norms to undertake Consultancy:

- a) Consultancies shall be undertaken only with the approval of the designated Principal / Secretary through the approval of Research Committee
- b) No limit is placed on earnings. However, there is a limit on the time spent on Consultancy
- c) Academic Staff may spend one day per week on approved Consultancies, with a maximum of 48 days per year
- d) Variations to this time commitment require the approval from Principal / Secretary
- e) A lesser time commitment may be approved when the proposed Consultancy interferes with the discharge of responsibilities
- f) Faculty members must obtain written permission from the Principal / Secretary to undertake Consultancies
- g) The revenue generated will be deposited in the institution account. This is done to avoid misuse of funds. The institute will provide remuneration to the concerned faculty as per the chart below based on the revenue generated after the completion of every consultancy work.

S.No.	Category	Name	Percentage of Share
1	Funded Research Projects from Govt. organizations, R&D Organizations, Industry, University etc.	Principal Investigator	2% of the Received Fund only upon submission of Utilization Certificate (UC)
		All Co-investigators	Total of 1% on Received Fund will be shared (only upon submission of Utilization Certificate (UC))
2	Consultancy and Testing Services	Individual / Team	Shared between the Institution and the Individual / Team in the ratio of 60:40



  
Principal  
**PRINCIPAL**  
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