



CH.S.D.ST.THERESA'S COLLEGE FOR WOMEN (A),ELURU

Affiliated to Adikavi Nannaya University, Rajamahendravaram

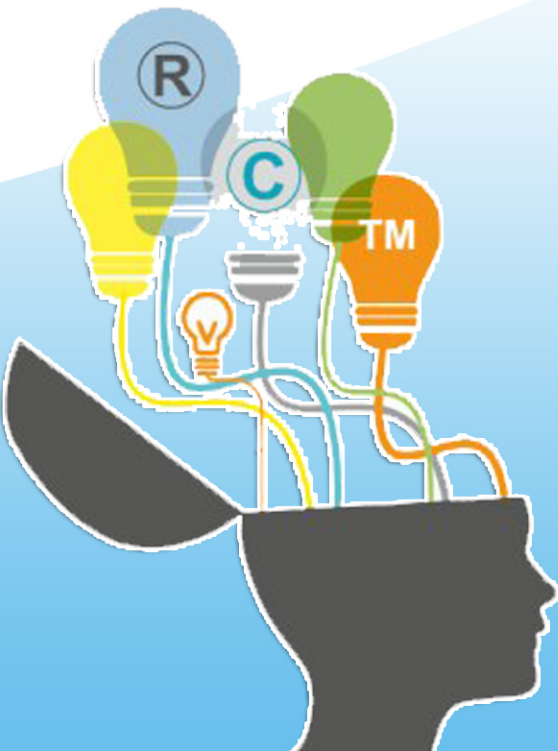
College of Excellence | ISO Certified 9001:2015 | NAAC A⁺ with 3.56/4 CGPA (Fourth Cycle)

Certified with Atal Ranking of Institutions on Innovation Achievements (ARIIA)

STC IPR - CELL IPR POLICY

INTELLECTUAL PROPERTY RIGHTS (IPR)

• Intellectual Property • Innovations • Startups • MSMEs



CH. S.D. ST. THERESA'S COLLEGE FOR WOMEN (A), ELURU

STC IPR CELL- IPR POLICY

Introduction:

The **Ch. S.D. St. Theresa's Autonomous College for Women** is dedicated to Teaching, Learning, Evaluation, Research and extension of knowledge to the Faculty, Student community and for the betterment of the society. Ch. S. D. St. Theresa's College was founded in 1953 by sisters of St. Ann of Providence, Secunderabad. It offers Intermediate, Degree and Postgraduate courses to the girl students. The college was affiliated to the Andhra University which granted autonomy to the degree section during the year 1987-88. The college was assessed by the National Assessment and Accreditation Council (NAAC) in 1998 **First College in Andhra Pradesh and 8th at National level the college awarded A Five Stars secured 82.5% score**, in 2005, 2nd NAAC Cycle was awarded 'A' Grade with Top Score 88.5% & in 2012, 3rd NAAC Cycle was awarded 'A' Grade with commendable 3.43 score on a 4 point scale. And 2017 **ACCREDITED BY NAAC A+ (3.56 CGPA) FOURTH CYCLE**. The University Grants Commission conferred the award of **College with Potential for Excellence** in the year 2005 and **College for Excellence** in the year 2018, ISO 9001-2015 Certified College. The College is currently affiliated to Adikavi Nannaya University, Rajamahendravaram, Andhra Pradesh.

The college was established in the year 1953 'to facilitate and promote women literacy, education and research in existing merging areas of higher education with focus on new frontiers of advanced scientific approach and technology in Biological Sciences and Physical Sciences and management studies and also to promote awareness in learning and Implementing innovative techniques in order to enhance excellence research in these and integrated fields'. After successful completion of Fourth Cycle NAAC accreditation Institution identified the need of producing and disseminating knowledge which is the inherent need to encourage creativity and scholarly research works for the developments of new scientific mindset and useful up gradation of course study materials, advanced devices, processes and other intellectual property.

In the Institution faculty members, research scholars and the student community at under graduation and Post-graduation levels are engaged in Academic Research, Minor and Major research Projects and Publications of research articles in Peer reviewed reputed journals is mandatory. Such Department wise research works may lead to evolution of intellectual property know-how, copy-rights, designs, instruments, devices, processes, specimen, software and other inventions having potential for commercialization with or without the registration under different Acts enacted by the Government for protection of intellectual properties.

POLICY FOR RESEARCH PROMOTION

Preamble:

Ch. S. D. St. Theresa's Autonomous College for Women, Eluru, **College of Excellence, Accredited by NAAC A+ (3.56 CGPA) Fourth Cycle and ISO Certified College**, Affiliated to Adikavi Nannaya University, Rajamahendravaram, Andhra Pradesh is focusing extensively over the years on research. The intention and objective of taking Initiative to innovate the new methods in new approaches by integrating Social sciences with biological sciences, physical sciences with mathematics, applied sciences with natural sciences etc. The scientific research in particular "helps young research scholars to develop critical reasoning skills and helpful for any field of higher education by giving academic expertise nourishment and healthy professional exercise for their brains. Such search or the thinking process vitalizes quest for stimulation of the student's brains, allowing creativity and logic to remain active. Indeed, research and doing research encourage both teaching community and students to explore possibilities, to understand existing scientific and technological as well as socio – economic and psychological issues, and to disclose truths and fabricated ones. Without research, technological advances and other developments could remain a fantasy. Reading, writing, observing, hypothetical analyzing, logical thinking and interacting with others facilitate an inquisitive mind's quest for knowledge. Research serves as an instrument to achieve their targets and goal setting. And a scholastic platform to scholars all over the world to publish their original, empirical and high quality research work.

In present academic scenario the Educational Institutions to reach out the International Standards time to take up moral responsibility by inculcating research mindset and exposure to scientific and technical approaches to research at under graduation and Post-graduation level , will help and enhance the student community discover their passion for innovative research and with acquired knowledge on research design, methodology, hypothesis testing and analysis and interpretation of collected data will focus them to continue higher studies and gets an opportunity to enter into any scientific field and teaching professions.

Research is one of the most important fields of improving the scientific approach and technical analytical outlook as well as logical thinking in advanced research studies will help students at school level to higher education levels with the guidance and support of faculty and teaching community - who are involved in the process of doing research in all academic fields. Some research studies may be considered insignificant, but in reality none of the research that is being done is insignificant. Research does not always identify something innovative and new discoveries but, it reinforces the existing knowledge that is present. This Higher Education

committed to the pursuit of excellence in research and aiming across the spectrum of science and technology, humanities and social responsibilities. Our commitment to the range of our interdisciplinary work is reflected in the sustenance of both applied research and basic research which may yield a long-term impact. Ch. S. D. St. Theresa's Autonomous College for Women, ensures that all the core and inter disciplinary subjects in research by adopting the highest norms and standards of a scholarly undertaking. This document provides the information of research policy and promotional activity of Ch. S. D. St. Theresa's Autonomous College for Women. This document outlines the principles that should be taken into account while planning and conducting research. The principles that should be followed strictly while recording, reporting and applying the results produced are emphasized.

Objective

Our main strategies are to tackle few of the pressing challenges of the 21st century in areas that are vital to the Scientific and technological advances, Research environment through extensive Inter disciplinary and multi-disciplinary research. Our institute has made serious efforts and made academically mandatory to take up research projects at Under graduation and Post-graduation students as part of completion of their academic course the management felt that research focus with the national importance of achieving technological self-reliance is the need of the hour.

Our specific objectives are:

1. Provide advanced research facilities and infrastructure.
2. Create the culture for inter - disciplinary/multi-disciplinary collaborations and a platform for knowledge sharing.
3. Publish papers in high-quality journals of National and international Peer reviewed Journals.
4. Create quality human resources for scientific research
5. Promote industrial collaborations involving active and mutually beneficial R&D projects
Aim to stand among the top-graded higher education Institutions across the globe

The Scope and Purpose

This statement on promotion of research policy applies to Faculty members, PhD scholars and students at under graduation and post-graduation.

The Policy

The College will provide the 'Research Facility and Infrastructure' by monitoring and anticipating advances in science and technology, policy developments and other advanced environment research and education.

Institution identify its established areas of strength and the potential opportunities to translate research for Biological and Physical sciences, Managerial Sciences, Social Sciences, Languages and technological development.

For this the College has made a policy for research promotion which has defined the following actions for advancement of research at the College and its affiliation with Andhra University and AdikaviNannaya University and its constituent colleges

1. Engagement with nationally renowned research Institutes like ICAR- Indian Institute of Oil Palm Research, ISRO, Micro link etc. and universities like YSR Horticulture University and establish Centers of Excellence in identified research activities in the college/departments.
2. Partner in a collaborative spirit with industry, practitioners, patents and academia globally to help accelerate the development of research and continue to strengthen local capabilities and infrastructure that catalyzes outcome based research.
3. Systematically evaluate and, where feasible and advisable, pursue opportunities that leverage College Faculty and Student Community research strengths and capabilities and encouraging publications.
4. Allocate resources and incentivize research that will attract distinguished faculty and research scholars to develop a culture of research and help achieve national and international recognitions by getting highly acclaimed awards.
5. Establish policies on innovation, patent, academic integrity and commercialization of technology through consultancy.

Strategic Directions

To realize the above mandate the College shall take steps for promotion of research that include

1. Constitution of Intellectual Property Rights and Patent Cell Research Coordination Council, Boards of Studies in Research, Research Advisory Committee, and Doctoral Committee.
2. Establishment of Special Interest Group (SIG) to promote interdisciplinary and Multidisciplinary and translational research.
3. Creation of Institution Research Fund that supports students registered for the PhD program with Seed money/fellowship and young faculty with start-up grant.
4. The College shall allocate funds in its budget for promotion of research activities and research facilities.

5. The Ph.D. and Masters Programme regulations to include publication of two research articles in peer reviewed UGC Approved National and International journals before submission of Ph.D. thesis.
6. The College to establish collaborations with national institutions and other research organizations to promote research.
7. Organize National/International Seminars, Conferences, Workshops, and Training programs for young faculty and Students for submission of research projects and publications in peer reviewed journals.
8. Establish a Research Centre in the College for advancement of research.
9. Recognize faculty and students who have distinguished themselves in research by incentivizing their efforts in the form of awards, grants and recognitions.
10. Strengthen infrastructure in niche areas and evolve as centers of excellence.

The incorporation of Intellectual Property Rights, Copy rights and focus on Patents not only contributes to the academic professionalism of the faculty in collaboration with students and reputed Scientific Research centers involved, **but also enhances the reputation of the Institution, provides higher educational opportunities for students and promotes social and public welfare.** Particularly, a commercial utilization of the intellectual property can be of considerable **socio-economic benefit to the Nation.** The management of the institution, therefore, supports and encourages the efforts directed towards bringing the success of college research in diverse fields of knowledge to outreach use and benefit while protecting the interests of the scholars.

To meet the targets and goals envisaged in the preamble of the Institution, the college is committed to providing an environment where scholarship and innovation to promote Startups can take a step forward to develop and those participating in these endeavors can be suitably rewarded for their innovative efforts.

At the same time, the college also recognizes that certain intellectual properties can be developed as a result of the environment and the facilities provided by the college and there exists a special relationship between the college and its faculty and scholars.

As such also the college wishes where appropriate to gain academic and financial benefit from intellectual property so **created by the faculty and students.** Such benefits may not only be monetary, but also in the form of the transmission of such knowledge to the future generations of students by introducing learning and earning concept, scholars and faculty. At the discretion of the individuals to develop the knowledge, the request for the registration of a patent/copy-right will be considered prior to its commercial exploitation.

In order to establish the respective rights and obligations of the college, its faculty, research scholars, students and other employees in intellectual property of all kinds now and hereinafter existing, the college is adopting this ordinance governing intellectual property policy (here in after referred to as ‘the IPR Policy’). The policy shall govern the intellectual property rights of the college, faculty members, research scholars, students and other connected with the work, product, ideas and inventions created in connection with the activities of the college.

The Policy Objectives:

The purpose of this policy is to promote these missions by making inventions, copyrightable works and other intellectual property that may be created by faculty ,students, researchers, trainees and others who are at or associated with the college for the benefit of the public while also providing for a fair allocation of the financial costs and rewards associated with them. The college has formulated this intellectual property policy for the management of intellectual property to

- To promote and encourage creative and innovative activities in the broader sense in the areas of Physical Sciences, Biological and Applied sciences and Commerce &Management.
- Guard the legitimate interests of the college, faculty, scholars, students and other members of the college and the society at large and to help resolving possible conflicts of opposing interests.
- Put in place a clear administrative system for the ownership control and assignment of intellectual properties and sharing of the revenues generated by the intellectual properties developed and owned by the college.
- Develop an organization structure and procedures through which inventions and discoveries made in the course of college research may be made readily available to the public through channels of commerce.
- Form standards for determining the rights and obligations of the college, creator of intellectual property (for example inventions, developers, authors) and their sponsors with respect to inventions, discoveries and works created at the college.
- Confirm compliance with applicable laws and regulations and enable the college to secure sponsored research funding at all levels of research; and
- Enrich the reputation of the college as an academic research institution and a member of society by pursuing the highest ideals of scholarship and teaching and by conferring the benefits of that scholarship and teaching on the college community and society.

The IPR policy provides the mechanism for preservation and use of intellectual property and procedures through which new innovations made in the course of college research are disseminated to the public through the transfer of results. As the scope of intellectual property and the mechanism for the transfer of scientific research are vast, it is not possible to address all the possibilities in this policy. However, the college aims to generate intellectual property for outreach services for society use and benefit while raising income to support research and education.

The Terms Defined:

- **Assignment** transfer of rights or title in the intellectual property in writing.
- **Copy-right** is the exclusive right granted by law for a certain period of time to an author to reproduce, print, publish and sell copies of his/her creative work.
- **Copy-rightable materials:** include
 - ✓ Books, Reputed Journals Research Articles, Authorized Manual's, glossaries , Laboratory, Syllabi, Tests And Proposals, Study Materials, Bibliographic;
 - ✓ Lectures, musical or dramatic compositions, unpublished scripts;
 - ✓ Short Films, Filmstrips, Charts, Transparencies, And Other Visual Aids, Video-Audio Tapes and Audio cassettes;
 - ✓ live video and audio broad-casts;
 - ✓ Programmed instructional materials;
 - ✓ Research notes, research data reports and research thesis;
 - ✓ Other materials or works other than software which qualify for Protection under the Indian Copy-right Act.

Creator(s) include faculty of the college whether full time aided or unaided in the college and/or Outsourcing staff in assigned research projects and those who are research scholars or students or project fellows who are responsible for the creation of an intellectual property using the infrastructure and laboratory facilities of the college.

Confidential disclosure means an agreement between disclosing and recipient parties or a term in a research contract, MOUs or license agreement.

Direct Expenses include the costs associated with the development, protection, maintaining and licensing of intellectual property, including the regular payment of salaries or other overhead costs of the college.

Educational materials comprise the content and associated tools and technologies and fully equipped laboratories for delivery of content, including material developed for traditional face to face class room courses as well as other delivery methods such as through internet or other distance learning media. For the purpose of this policy, educational material do not normally include works such as text books, articles, papers, scholarly monographs or artistic works produced in the normal course of academic scholarship.

Invention disclosure means a written description of an invention that is confidentially made by the inventor to the college.

Intellectual Property shall include any property generated out of intellectual effort of the creator (s). It includes but not limited to

- **New and useful scientific and technical advancement** in the form of innovations, inventions, products and processes, computer hardware and software, materials, biological varieties which are patentable.
- **Industrial and architectural designs**, models, drawings software, creative, artistic and literary works, teaching resource materials generated, records of research etc, which copy-rightable.
- **Trademarks, service marks, logos etc.**

Know-how refers to the knowledge, innovations, practices, expertise, processes or procedures, and secrets of individuals regarding the use of material, product or resource, or the practice of a method for a particular purpose.

Patent and patentable materials are as defined in Indian Patent Act 1970 and further amended from time to time. The patentable material includes discoveries and inventions of new products and processes.

Patentee means the person for the time being entered on the register of patents kept under the Indian Patent Act as the generator or proprietor of the patent.

Publication means a public enabling disclosure of an invention and may be content or printed. Printed publication includes abstracts, Faculty and student thesis and in certain instances, grants proposals.

Revenue means any payment received as per an agreement by the college, usually for legal use of an intellectual property of the college through a license.

Ownership of Intellectual Property:

The college shall be the owner of all intellectual properties including inventions, software's, designs and integrated circuits, specimens, created by creators as a result of college research or created by substantial use of college facilities.

Specific provisions relating to IPR made in contracts governing the collaborative /sponsored activity shall determine the ownership of IP in case of sponsored or collaborative research. Usually where there has been external corporate, foundation, trust, Government or industrial funding of any project, the intellectual property generated from such a project shall owned by the college, creator of intellectual property and the funding agency jointly provided such agency has provided Rs. 10/- lac.or more for a particular research/invention /intellectual creation under a specific agreement with the college. An IPR in this college shall be managed by the IPR Cell of the college.

The creator of the intellectual property on a mutual agreement a creator of intellectual property may assign his/her IPR he or she would otherwise to the college to be managed by the intellectual property cell.

If the college cannot, or decides not to proceed in a timely manner to protect and or license College owned intellectual property; it shall assign ownership to the creator upon request to the extent prompted by these ordinances and third party agreements if any.

Exclusions to the ownership:

- The creator of the intellectual property may opt to retain the ownership of the following:-
- All intellectual properties developed without substantial use of college.
- All rights in artistic, literary and scholarly intellectual property such as scholarly books articles and other publications including those in electronic mode, works of art, literature and music recordings shall belong to the creators despite use of college resources so long as such works are not the projects of college research, neither created under the direction and control of the college, nor developed in the performance of a sponsored research or third party agreement.
- All copyrights in papers, thesis and dissertations written as a student to earn credit in college courses or otherwise to specify college degree requirements.
- The college faculty and students may freely published research of their result provided such research does not to leave copyrightable/patentable intellectual property.

Creation of Intellectual Property:

The IP consisting of patentable or copyrightable material can be created by the college in the following ways:

- when college undertakes an assignment either from external agency or by its own initiation to take up on creation of a specific copyrightable or patentable material and deposes a team of its researchers to accomplish it as and when an individual researcher or a team of researchers may develop copyrightable or patentable material during the course of their research or as a specific project.
- When some external funding agencies such as Government, foundation, trust commercial / corporate undertaking may enter into a specific agreement with the college and research team of researchers to develop some specific copyrightable or patentable materials.

Assessment and Management of IPR:

IPR Cell of the college will coordinate the activity of evaluating, protecting, marketing, licensing and managing the IPR generated at the college. The creators of the IPR shall provide all the necessary information to the cell for the management of the IPR. The IPR&TC Cell will get it evaluated through the IPR Advisory Committee and also by co-opting the patent attorney/legal external experts whenever and wherever needed, before deciding to manage the IPR. An invention will be patented only if it has some commercial use, motivation and viability at some point of time in the future.

REGISTRATION OF PATENTS / COPYRIGHTS

Filing of application in India: The creators of know-how / designs /instruments / devices / processes / specimens and other such IPs who want to get patents for the patentable IPs and / or transfer thereof for commercial exploitation will be required to make an application for the purpose to the Head of IPR Cell as per the procedure laid out by the IPR Cell and approved by the Pro chairman. If any creator(s) consider its necessary to obtain immediate protection for safeguarding interest of the creator(s), a provisional patent may be directly applied by the creator(s) **after obtaining the permission from the college** and simultaneously apply for the evaluation of the IP by the college as per the prescribed procedure. In case the college decides to take the patent in the name of the college (Principal of the college Jointly with Creator or Team), the expenses incurred by the creator(s) for obtaining the professional patent protection will be reimbursed to the creator(s) by the college.

To promote patent filing activities amongst the faculty and the student community, every year about 1 to 2 patents for every departments to a count not exceeding **10 inventions can be selected by the college** with a panel of jury comprising the college head and IPR cell head and team of senior professors for which the entire procedures for Protecting their IP is borne by the institution.

However the IPR Cell continues to support patent filing which could be filed individually by the students and faculty members, who must meet out the financial expenses by themselves that includes the official fees and the documentation fees after obtaining proper permission from the head of the institution and abiding the rules and regulations of the institute and IPR Cell of the college.

The college employees associated with any activity of the college shall treat all IPR related information as confidential. Such confidentiality shall be maintained till the date as demanded by the college or the relevant contract between the concerned parties, unless such knowledge is in the public domain or is generally available to the public.

Filing of Application in Foreign Countries:

The college may consider requests for registration of Patents in foreign countries based on the merit of the IP. If the college decides not to file such a patent in any foreign country, the college shall assign rights of IP in that country to the creator(s) for the purpose of such protection, if the creator so desires.

Renewal of Patents:

The college will pay the Patent Fees for the first seven years in all cases where patent is taken by the college (Principal of the college Jointly with Creator). If it is a joint patent with a sponsoring agency, the patenting costs may be equally shared. If the patent has been commercially exploited within the first seven years, the college shall pay the Patent Fees for the remaining period of the life of the patent. If the patent has not been commercially exploited within the first seven years, the college and the creator(s) shall share the subsequent installments of renewal fees on 50:50 basis. If the creator does not show interest in such renewals, the college can either continue the patent by paying the fees for its full term or withdraw application for the patent protection at its discretion.

Transfer of IP:

The creator shall make a confidential disclosure to the Patent Attorney/ patent agent/Legal Expert/IPR cell coordinator in writing as soon as possible if the college has an ownership interest and if the intellectual property/technology may be patentable, copyrightable or has potential for commercialization and Licensing. The IPR cell will provide disclosure forms on request. The creator may consult IPR cell with respect to his duties to disclose inventions and the manner and timeliness with which such disclosures should be made to the IPR cell.

The disclosure should contain sufficient detail to convey a clear understanding to the extent known at the time of the disclosure, of the nature, purpose, operation and technical characteristics of the creation. The creator(s) should also be responsible to update the IPR cell in a timely manner of any developments involving publications, sale or use of which he becomes aware after the confidential disclosure.

If the creator claims an ownership interest in intellectual property or has a question about whether an assignment must be made to the college, the intellectual property shall be disclosed to the IPR cell and the claim or question clearly stated. The college, through the IPR cell, will provide a determination of rights within a reasonable time following submission, generally not to exceed 90 days. The determination may be appealed to the **Pro chairman, through principal for a final adjudication.**

The IPR cell will evaluate inventions and other intellectual property disclosed to it to suggest the form of intellectual property protection, if any, that should be considered and also the potential for commercial exploitation. Thereupon it shall either assign the task of securing patent/copyright in the intellectual property and of managing its subsequent economic use to the specialist agency or do so itself in a timely and efficient manner. Direct expenses associated with obtaining protection for intellectual property in which college has stake/share shall be borne by the college.

The college or its agents or the creator after obtaining approval from the pro chairman through Head IPR Cell may approach external agencies for commercial exploitations. All agreements shall be signed by the Principal of the college on the recommendations of Head, IPR cell and the creator of the IP being transferred, on behalf of the college.

In case of IP involving more than one creator, a coordinator from among the creators shall be identified by the creators, for IP protection purposes. At this stage all members of the group of creators shall sign a revenue sharing agreement for the IP, as and when they accrue.

This revenue sharing agreement may be modified at any time on mutual consent among the creators and intimated to the Head IPR Cell. Any conflict with regard to revenue sharing among the creators will be resolved by the college and the same will be binding on all the creators of the IP.

Revenue Sharing

The revenue generated from the Intellectual Property shall be distributed as follows:

- When college is the Creator, the income from economic use of intellectual property will be shared amongst the college, Research Team and Support Staff (as recommended by the principal researcher) as 60%, 35% and 5% respectively.
- When the individual researcher or a team of researchers is the Creator and has used substantial college resources, the Revenue shall be shared amongst the individual researcher, team of **researchers, the college and Support Staff**(as recommended by the principal researcher) as **60%, 35% and 5% respectively.**

When the creation is the result of funded research, the income from economic use to be received from the Institution funding the research will be on revenue sharing basis at the level determined in the agreement assigning economic use of intellectual property to that institution when it is the economic user. In such cases the income shall be shared between the team of researchers, the college and support staff (as recommended by the principal researcher) **as 60%, 35% and 5% respectively.**

When a Company, Industry or Commercial Undertaking other than Funding Institution is the economic user, the income receivable from the economic user will be as provided in the licensing agreement with that Company, Industry or Commercial Undertaking. Such income will be shared as **60% and 40% between the Funding Agency and the college respectively.** The college will distribute the income it so derives to itself, researcher/team of researchers and support staff as in the preceding para.

- The shares as mentioned above shall be determined after deducting the direct expenses if any from the total income received by the college.
- The creator(s) share would be declared annually and disbursement will be made to the creator(s) or their legal heir, whether or not the creators are associated with the college at the time disbursement.
- Co-creators that is research team members of IP shall sign at the time of disclosure a Distribution of IP earnings agreement, which shall specify the percentage distribution of

earnings from IP to each co-inventor. The co-owners of intellectual property may at any time by mutual consent revise the distribution of IP Earnings.

Responsibilities of the college:

- To assign, at its discretion, the management including patenting/copyrighting, negotiating and assigning or licensing commercial use of such intellectual property in which it has stake/share to a specified agency created for this purpose under such terms as the college may consider reasonable or college may manage such intellectual property through IPR cell Provided however that if the specialist agency or IPR cell , as the case may be, fails to serve patent/copyright within one year of Patentable/copyrightable material being made available by the inventor/creator or fails to assign /license patented/copyrighted material to economic use, during further period of one year, the inventor/creator will have the right to withdraw right of the inventor/creator will have the right to withdraw right of management of patentable/copyrightable or patented/copyrighted material to himself and take further action to manage it himself and there upon the right of the specialist agency/IPR cell to manage it will stand terminated.
 - To make aware the faculty members, staff and other scholars regarding college's intellectual property.
 - To provide support as it deems necessary or desirable to obtain legal protection o intellectual property in which college has stake/share.
 - To facilitate the transfer of such intellectual property for economic use and develop mechanisms within these statutes for the assignment and management of Intellectual Property.
 - To provide legal support as it deems necessary and desirable to defend and protect the interests of the college and the creators of the intellectual property against third party claims or unauthorized use.
 - To impart information to research sponsors as required by research and Licensing agreements, and applicable laws and regulations in a timely manner.

Responsibilities of the creator(s):

- To make an invention disclosure in a thorough and timely manner of all inventions, discoveries and other works that are patentable/copyrightable and in which college has stake/share as described in this Ordinance.

- To provide such assistance as may be necessary throughout the assignment process to protect and affect transfer of the intellectual property.
- To return all records and documents those are necessary for the protection of the intellectual property.
- To abide by all commitments made in license, sponsored research and other agreements made in accordance this Ordinance.
- To cooperate with the college with full responsibility in resolving all conflicts as may arise with respect to the IPs concerning to him/her and to make timely disclosure of such information which may hint towards any potential conflict relating to IP.

Dispute Resolution

Any disputed issue related to the intellectual property or the interpretation of these Ordinances, shall be decided as follows:

Any disputed issue that cannot be resolved with the assistance of the IPR cell shall be referred to a tribunal of Arbitration at the instance of the college or at the request of the inventor or funding agency. The decision of this tribunal of Arbitration shall be final between the parties for any disputed issue related to intellectual property, revenue sharing or the interpretation of this policy.

The tribunal shall consist of one member appointed by the pro chairman, one member nominated by the other party(s) and the Legal Advisor of the college. The process of resolving the dispute shall be completed expeditiously and except in unusual circumstances within two months.

MISCELLANEOUS

Amendments: The College reserves the right to amend these Ordinances at any time as required. The Executive Council upon recommendation by the Intellectual Property Cell may amend these Ordinances.

Waivers: The College may grant a waiver from the provisions of these Ordinances on a case-by-case basis. All waivers must be in writing, supported by reasons and signed by the pro chairman.. Any decision to grant a waiver will take into account the best interest of the college and the facts of the particular situation. Every waiver and reasons for it shall be reported to the Executive Council in its next meeting.

Educational Materials: Educational Materials represent a broad spectrum of copyright works. These materials encompass traditional educational materials such as material for lessons and course material as well as other methods of course delivery such as Internet based learning. The

desire of the college is to encourage the development of creative and effective educational tools and media in order to further the college educational goals. Educational materials produced in the normal course will generally be owned by the creator of the educational material. Certain circumstances, May however, give rise to claim of joint ownership by the college. Because all possible circumstances cannot be envisioned by This Ordinance, each particular situation will have to be evaluated on its own facts to determine ownership interests.

Moral Rights: The College recognizes the moral rights of the creators of intellectual property and shall endeavor to protect these rights. These include the right of fair attribution of authorship or invention, the need for the work not to be altered in such a way that it harms the reputation of the creator and an opportunity for the creator to be involved in determining the final outcome of his/her labor.

Logo and the Emblem of college: The logo and Emblem of the college the exclusive identity and property of the college and no person shall without prior permission of the college can utilize the logo and / or emblem of the college for any commercial purpose.
