

MIT (An Autonomous Institute)	Academy of Engineering	Consultancy Policy	
Alandi (D), Pune – 412105		ACADEMIC YEAR	2017 – 2018
DEPARTMENT – R & D			

Introduction

Industrial consultancy is vital in the growth of any organization. Continuing education enables one to reach the outside world and contribute towards societal improvements at large. MITAOE aims to be the forefront in these activities, and thus aid in national growth.

Norms for consultancy/industrial projects: Type A

Consultancy/industrial projects shall be accepted only after approval through proper channel. All consultancy projects to be taken up by various departments by various departments shall be examined from the point of view of its science and technology contents and its likely benefits to the institute.

Every project proposal would be examined and approved by institute level committee, before it is accepted for being conducted. The committee comprise of,

1. Dean R&D
2. Concern HoD
3. Expert from concern department

The faculty/staff posing to take up the consultancy project will be invited to make a presentation on the proposal in front of committee members. In case of testing work, concern faculty need to present the case in detail.

Work shall be classified as below:

A1: Project do not require use of department/institute laboratory facilities

A2: Project requires use of department/institute laboratory facilities

Norms for training and continuous education programs: Type B

Individual faculty/staff members or department can take up training or continuous education programs after intimation and approval from Director. The programs can be offered to persons from industries/academia/research organizations during non instructional period of institute.

Work shall be classified as below:

B1: Imparted by institute (MITAOE) manpower

B2: Imparted by outside agency

Revenue sharing

The coordinator of project/training program need to do income-expenditure statement with the help of accounts department of MITAOE. The balance amount can be shared as per following guidelines.

Type	Share %				
	Institute	Director	HoD	Coordinator (Faculty/staff)*	Accounts
A1	20	4	3	70	3
A2	50	4	3	40	3
B1	30	4	3	60	3
B2	70	4	3	20	3

*This should be distributed among faculty, tech/lab assistant, assistant, attendant, etc who are actually involved in the work. The coordinator of project/program shall be responsible for distribution of share as per individuals contribution.

The accounts department shall channelize the institute share in two funds : institute development fund and department development fund; with equal distribution.

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Director