



6.1.2: The effective leadership is visible in various institutional practices such as decentralization and participative management

The institute have effective leadership that visible in various institutional practices such as decentralization and participative management through few of the following committees.

Sr. No.	Name of the committee	Pg. No.
1.	Board of Trustees	2
2.	Governing Council	2
3.	College Development Committee	3
4.	Academic Advisory Board	5
5.	Research and Development Committee	7
6.	IPR (Intellectual Property Rights) Committee	11
7.	Start up and Innovation Cell	18



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1. Board of Trustees

Board of Trustees of Amrutvahini College of Engineering, Sangamner is constituted under Amrutvahini sheti and Shikshan Vikas Sanstha vide Bombay public Trust Act. 1950 Registration Number -274(Ahmednagar) dated- 30/11/1978 Society Registration Act.No.MAH/317/Ahmednagar/78 dated – 08/08/1978.

This is the supreme authority to provide all the rules and regulations for running the institute smoothly. They provide us all the infrastructure and other privilege to conduct day to day affairs. The members of the Board of the Trustees discuss issues/matters at an interval of six months in the presence of Chairman. The member Secretary of the Board of Trustees place the points in front of the members.

1	Hon. Shri. Balasaheb Bhausaheb Thorat	President
2	Shri. K. H. alias Balasaheb Gunjal Patil	Vice-president
3	Hon. Shri Dr. Sudhir Bhaskarrao Tambe	Trustee
4	Shri. Adv. Ramnath Bhaurao Sonawane	Trustee
5	Shri. Bajirao Khanduji Khemnar	Trustee
6	Shri. Laxmanrao Balaji Kute	Trustee
7	Shri. Tulashiram Prabhakar Bhor	Trustee
8	Mrs. Sharyu Ranjeet Deshmukh	Trustee

2. Governing Council

1	Hon. Shri Balasaheb Bhausaheb Thorat ,M.L.A	Chairman
2	Hon. Shri Dr. Sudhir Bhaskarrao Tambe, M.L.C.	Member
3	Hon. Shri K.H. alias Balasaheb Gunjal Patil	Member
4	Shri. Sanjay Shivajirao Dighe	Member
5	Shri. Anil Baburao Shinde,Chief Executive	Member
6	Nominee of central government nominated by AICTE (Ex. Officer)	Member
7	Joint Director, Technical Education Regional Office, Nashik (Nominee of State government D.T.E. Mumbai) (Ex. Officer)	Member
8	Nominee of S. P. Pune University, Pune	Member
9	Dr. Ms. Baisa Laxman Gunjal	Member
10	Dr. Jyotiba Bhalchandra Gurav	Member
11	Prof. Ashok Kumar Mishra	Member
12	Dr. M.A. Venkatesh, Principal	Secretary member



The outcome of Board of Trustees is thoroughly discussed point to point in Governing Council Meeting. If they feel some corrections, they report the same things to Board of Trustees for discussion and get it confirmed by them.

3. College Development Committee

- They discuss all the relevant points by which our students become employable in the industry. The committee also implements different program for overall development students and staff.
- Prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable college to foster excellence in curricular, co-curricular and extra-curricular activities ;
- Decide about the overall teaching programs or annual calendar of the college ;
- Recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts ;
- Take review of the self-financing courses in the college, if any, and make recommendations for their improvement ;
- Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college ;
- Make specific recommendations to the management to foster academic collaborations to strengthen teaching and research ;
- Make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process ;
- Make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college ;
- Prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval
- Formulate proposals of new expenditure not provided for in the annual financial estimates (budget) ;
- Make recommendations regarding the students' and employees' welfare activities in the college or institution ;
- Discuss the reports of the internal quality assurance committee and make suitable recommendations
- Frame suitable admissions procedure for different programmes by following the statutory norms ;



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- Plan major annual events in the college, such as annual day, sports events, cultural events, etc. ;
- Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college or institution ;
- Consider and make appropriate recommendations on inspection reports, local enquiry reports, audit report, report of national assessment and accreditation council, etc. ;

Sr. No.	Name of the Nominated Person	Designation
1	Shri. Balasaheb Bhausahab Thorat	President
2	Dr. Sudhir Bhaskarrao Tambe	Local Member
3	Shri. Anil Baburao Shinde	Secretary of the Management
4	Dr. Madhukar Ramchandra Wakchuare	Head Of Civil Engg. Department
5	Prof. Ms. Swati Babasaheb Bhonde	Teacher
6	Prof. Dipak Shriramji Bajaj	Teacher
7	Prof. Vijay Pundlik Waghe	Teacher
8	Shri. Janardhan Jayram Gadakh	Non Teaching
9	Shri. Sanjay Shivaji Dighe	Industry and Alumni
10	Dr. Arvind D. Shaligram	Research
11	Prof.(Dr.) Keshav N. Nandurkar	Education
12	Prof. Ravindra Somnath Tajane	IQAC Coordinator
13	Ms. Kalyani Ahire	President of College Students Council
14	Ms. Bharati Dake	Secretary of College Student Council
15	Dr. M. A. Venkatesh	Member Secretary

The service rules and regulations are provided by the management which are applicable to all employees of Amrutvahini college of Engineering, except those who work on ad-hoc, contract or daily wages basis. The said Rule & Regulations will be amended from time to time.



The booklet includes general conditions of service, duties, deputation, leaves, Gratuity, Promotions policies, Service book, EPF, Discipline and code of conduct for the college faculty/staff. etc

4. Academic Advisory Board

Overview

The management, faculty and staff of Amrutvahini CoE recognizes the need of effective advisory committee as it is critical to our mission in educating and preparing competent engineers capable of playing a meaningful and productive role in the global workforce of the future.

This policy establishes the basis for the formation of Academic Advisory Body, including their composition, membership, terms and recommendations.

Scope

Applies to AVCOE (Institute) for UG, PG and PhD programs

Objectives:

To ensure that institute receives the advice from representatives of industries, academia, alumni and other stake holders to contribute effectively to the strategic development and effective implementation of university curriculum.

To strengthen the involvement and partnership with the stake holders

Policy Responsibilities

The Academic Advisory Body shall have the following functions:

- a) Provide advice on priorities and directions for overall development of the institute.
- b) Suggest plan to be employed to achieve the institute vision and mission.
- c) Propose ways to establish and maintain strong relations with stake holders and to establish effective industry- institute partnership.
- d) Help in sustaining and enhancing the institute credentials.
- e) Provide guidance on changing technology, industry requirements, and new frontiers for education, research and entrepreneurial aspects.



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- f) Recommend type and ways for training, skilling and internships of students to make them employable / self-employable.
- g) Guide on faculty development, potential research and service opportunities for the faculty.
- h) Guidance on obtaining financial support for initiatives and research funding opportunities.
- i) Provide the suggestions on other issues deemed as appropriate and referred by the Institute Principal.

2. Membership

The Academic Advisory Body shall comprise of following members:

Sr. No.	Name	Representative	Designation
1.	Dr. M. A. Venkatesh	Principal	Chair Person
2.	Shri. A. B. Shinde	Chief Executive Officer (CEO)	Member
3.	Dr. Sriram Hegde; IIT Delhi	Distinguished academician	Member
4.	Shri. P. S. Krishnan; Taparia Tools, Nashik	Experienced and well-versed industry person	Member
5.	Shri. Vinit Adarkar Mercedes-Benz R&D India	Distinguished Alumni	Member
6.	Shri. B. M. Pansare	Parent representative well-versed with technical education and industry requirements	Member
7.	Dr. S. B. Rahane	Faculty representative	Member
8.	Dr. M. R. Wakchaure	Dean Academic	Member Secretary

3. Terms

1. The members will serve three-year terms, renewable (Principal and Dean Academic are ex-officio members).
2. The names of potential Academic Advisory Body members will be proposed by the Principal and will be nominated by the President and the Chief Executive Officer (CEO) of Amrutvahini Sheti and Shikshan Vikas Sanstha.
3. The Principal will issues the decree for the formation of the Academic Advisory Body.

4. Meetings



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- The Body shall meet at least twice a year (preferably at least once in each academic semester).
- Meetings are to be held on the AVCOE campus or as deemed appropriate by the Principal.

5. Office bearers of the Body

Officers of the Academic Advisory Body shall consist of a Chairperson, members and member secretary. Principal of AVCOE will be the Chairperson while Dean Academic will be member secretary.

6. Duties of the Officers

a) Chairperson

1. Chairperson shall act as the executive head of the Academic Advisory Body and will preside over meetings of the Body.
2. The Chairperson shall have power to call for meetings of the Body and to set the agenda.
3. The Chairperson shall provide appropriate information and data necessary for the Body to carry out its activities and shall inform the Body on actions regarding Body recommendations.

b) Member Secretary

It will be duty of the Member Secretary to maintain accurate, action-based minutes of all meetings, distribute minutes to each member on a timely basis.

The Member Secretary shall be responsible for maintaining the record.

The Member Secretary shall make necessary communication required for the efficient and effective discharge of the Body's duties and responsibilities.

7. Recommendations of the Body

All recommendations made by Academic Advisory Body to the Principal are advisory in nature and implementation will be discretion at Principal.

5. Research and Development Committee

Overview

Amrutvahini College of Engineering, Sangamner has promoted meaningful R & D activities with a vision and mission to pursue and promote the research in frontier technologies. In order to strengthen and expand the research activities in the institute, R &D cell is established.



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This policy establishes the basis for the formation of Research and Development (R &D) Committee, including their composition, membership, terms and recommendations.

Aim

To promote, coordinate and implement R and D activities of the institute.

Scope

Applies to UG, PG and PhD programs of Amrutvahini College of Engineering, Sangamner.

Objectives:

1. To promote and to encourage the aspiring students and faculty members to carry out research in the field of science, engineering and technology by providing necessary facilities and infrastructure.
2. To coordinate inter and intra disciplinary R & D activities in the institute.
3. To implement the R and D activities in the institute along with various policies suggested by the AICTE, DTE, SPPU Pune for betterment of institutional Eco system.

Policy

1. Responsibilities

The R &D Committee shall have the following functions with active involvement of the all departments of the institute:

- a) Identification of active research areas in each department.
- b) Motivate and encourage the faculty members to carry out research in-house and in collaboration with different organizations/ industries.
- c) Scrutinize the potential research proposals prepared by the faculty member before submitting it to the various funding agencies such as AICTE, DST, UGC, DRDO, SERB, ISRO, RGSTC, etc.
- d) Identification of physical and human resources to carryout research activities.
- e) Plan, Monitor and Review for budgetary requirements along with various (physical and human) resources required for funding the research.
- f) Review the progress of research project and provide the necessary guidance as and when required.
- g) Monitor and assess the progress of sponsored research projects.
- h) Collection of progress report of candidates registered for Ph.D. /P.G. from the concerned Head of the Department on regular basis.



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- i) Advise and arrange Seminars / Conferences / Workshops/ Hands on training and Skill development program in association with industries.
- j) Establish technology Incubation centers / Research centers / Centers of excellence.
- k) Advise the faculty members and find the suitability of research results for journal publication (SCI, Scopus, IEEE, Web of Science, DOAJ, UGC and AICTE approved journals) / guidance for patenting/ product generation/ solve societal problems.
- l) Encourage young faculty members to register for Ph. D. program in the institute or at various reputed academic institutes.

2. Membership

The Research and Development (R &D) Committee shall comprise of following members:

Sr. No.	Representative	Department	Designation
1	Principal	Institute	Chair Person
2	Dr. J B Gurav (Dean R and D)	Civil Engg	Member Secretary
3	Dr. S B Kandekar	Civil Engg	Member
4	Dr. M T Kanwade	Elex Engg	Member
5	Dr. S R Jondhale	ETC Engg	Member
6	Dr. M S Harne	Mechanical Engg	Member
7	Dr. M S Tamboli	Computer Engg	Member
8	Dr. K V Bhadane	Electrical Engg	Member
9	Prof. V B Shinde	Production Engg	Member
10	Prof. R S Bhosale	Info. Technology	Member
11	Prof. P T Patro	Engg Science	Member
12	Dr. N P Shah	MBA	Member

3. Terms

1. The members will serve three-year terms, renewable (Principal and Dean R and D are ex-officio members).
2. The names of potential Research and Development (R &D) Committee will be proposed and nominated by the HOD and Principal.
3. The Principal will issue the declaration for the formation of the Research and Development (R &D) Committee.



4. Meetings

1. The committee shall meet at least once in month (preferably at least thrice in each academic semester).
2. Meetings are to be held on the AVCOE campus or as deemed appropriate by the Dean R &D and Principal.

5. Office bearers of the Body

Officers of the Research and Development (R &D) Committee shall consist of a Chairperson, member secretary and members. Principal of AVCOE will be the Chairperson while Dean R &D will be member secretary.

6. Duties of the Officers

a) Chairperson

1. Chairperson shall act as the executive head of the Research and Development (R &D) Committee and will preside over meetings of the Committee.
2. The Chairperson shall have power to call for meetings of the Committee and to set the agenda in consultation with Dean R & D.
3. The Chairperson shall provide appropriate information and data necessary for the committee to carry out its activities and shall inform the committee on actions regarding committee recommendations.

b) Member Secretary

1. It will be duty of the Member Secretary to maintain accurate, action-based minutes of all meetings, distribute minutes to each member on a timely basis.
2. The Member Secretary shall be responsible for maintaining the record.
3. The Member Secretary shall make necessary communication required for the efficient and effective discharge of the committees' duties and responsibilities.

7. Formation of various Cell: The formation and governance of various cells such as IPR, Start-up and Innovation, EDC and NISP is being done under the R & D unit of AVCOE.

8. Recommendations of the Committee:

All recommendations made by Research and Development (R &D) Committee to the Principal are advisory in nature and implementation will be discretion at Principal.



6. IPR (Intellectual Property Rights) Committee

Overview

The inventions of an organization through the human resources may be in the form of products, expressions, designs and so on. Technical institutions mainly focus to build technical and ethical human resource for the entire societal development. The actual challenge is to transfer intellectual assets of an organization to commercial products for the benefit of the society. By considering such challenges, Amrutvahini College of Engineering Sangamner (AVCOE) has formulated its IPR policies for systematic intra and inter-institutional knowledge management.

The IPR policies are focused to

- 1) Encourage, initiate, promote and protect scientific inventions and research which leads to new products/processes/designs development.
- 2) Implement a professional framework and process set for the inventions and innovations made through institutional research to make them readily available for the public by transferring the knowledge from institution to commercial society.
- 3) Establish standards for recognizing the rights and responsibilities of the Institution, inventors and their industrial collaborators with respect to intellectual works carried out at the Institution.
- 4) Inspire, support and afford conjointly beneficial rewards to the members of the Institution and others who assisted to transfer Institutional intellectual property to the public through commercial channels.
- 5) Improve the reputation of the Institution as an academic research institution and a member of society by supporting and encouraging novel research activities which lead to provide noble intellectual assets to the Institution.

The Role of IPR Cell of AVCOE in IP Protection

The Intellectual Property Rights Cell (IPR Cell) at Amrutvahini College of Engineering Sangamner (AVCOE) provides guidance, support and resources to all AVCOE personnel and facilitates protection and deployment of their inventions. In achieving this goal, IPR Cell creates awareness on the necessity of protecting and commercializing inventions, installing the IP policy, invites feedback regarding the features of the IP policy and periodically updates the Policy to improve upon any deviations. Issues related to ownership, confidentiality, disclosure, patentability, technology transfer, commercialization, and conflict of interest among others play a very important role in any IP management. IPR Cell communicates the personnel by conducting various awareness meetings on related issues. All matters relating to IPR such as confidentiality, violations, disputes and obligations are administered by IPR Cell.



Scope

Applies to AVCoE for UG, PG and PhD programs.

- 1) Intellectual Property Policies of AVCOE

Introduction

The vision of Amrutvahini College of Engineering Sangamner (AVCOE) is "To create opportunities for rural students to become able engineers and technocrats through continual excellence in engineering education". In fulfillment of its vision and mission, AVCOE has taken the efforts to promote innovations and to facilitate protection of innovations. An official framework to guide the implementation of these actions is now indeed. By considering this, an Intellectual Property Policy for AVCOE has been framed. This policy aims to convey the encouragement and support available to innovators at AVCOE for upgrading their creative works into protectable IP. People engaged in creations of original and innovative product development and project work at AVCOE include teaching, nonteaching staff and students (UG, PG and Ph.D.). This policy also aims to set detailed guidelines for ownership and commercialization of IP developed at AVCOE.

Objectives

The objective of IP Policy is to maintain and grow creativity in a moral environment at AVCOE. It also aims to recognize the importance of innovations and supports in protecting and transforming it into products and processes for commercialization.

The IP Policy

This policy is applicable to all AVCOE personnel (staffs and students) as well as non-AVCOE personnel connected with any activity of AVCOE. It covers different classes of Intellectual Property like Patent (both product and process), Copyright, Trade Mark / Service Mark, Design Registration, Trade Secret, Confidential Information and Integrated Circuits Layout.

Ownership

Invention(s), Designs, Integrated Circuit Layouts and other creative works:

Invention(s) including process, product, software, designs and integrated circuit layouts and any innovative research output created by AVCOE personnel without the use of significant resources of AVCOE and not connected with the profession for which employed at AVCOE, shall be owned by the creator(s).

AVCOE shall be the joint owner of all invention(s) including process, product, software, designs and integrated circuit layouts and any innovative research output created by individual or teams of AVCOE and non-AVCOE personnel connected with any activity of AVCOE. Non-AVCOE personnel, who create invention(s) including software, designs or integrated circuit layouts, and any innovative research output at AVCOE but without



intellectual contribution of AVCOE personnel or significant use of AVCOE resources, shall be the joint owner of such invention(s).

Except as specified above, AVCOE shall be the owner of all invention(s) including process, product, software, designs and integrated circuit layouts created at AVCOE.

AVCOE shall be the address (communicating authority) for service related to all IPR applications for any invention(s) including process, product, software, designs and integrated circuit layouts and any innovative research output created at AVCOE.

Copyrightable Work

Ownership of copyright of all copyrightable work shall rest with the author(s) with the following exceptions:

AVCOE shall be the owner of the copyright of work, including software, created by AVCOE personnel with significant use of AVCOE resources.

AVCOE shall be the owner of the copyright on all teaching material developed by AVCOE personnel as part of any of the academic programs at AVCOE. However, the authors shall have the right to use the material in her/his professional capacity. As the traditional exception, AVCOE shall not claim ownership of copyright on books, book chapter(s) and publications authored by AVCOE personnel.

AVCOE shall be the owner of copyright of work produced by non AVCOE personnel connected with any activity of AVCOE with the intellectual contribution of AVCOE personnel. However, the authors shall have the right to use the material in her/his professional capacity.

Trade Mark(s) / Service Mark(s)

Ownership of trade mark(s) / service mark(s) created for AVCOE shall be with AVCOE.

In cases of all IP produced at AVCOE, it shall retain a non-exclusive, free, irreversible, license to copy/use IP for teaching and research activities, reliable with confidentiality agreements.

Disclosures, confidentiality and assessment of Rights

For all inventions produced at AVCOE, if the inventor(s) wish to protect the invention(s) they produce, then they are required to disclose the creative work to the IPR cell through an Invention Disclosure form (IDF) at the earliest date. Disclosure of invention in the parent institution's IPR cell is a sensitive part of the IP protection process and it formally documents the claims of inventorship, the date of the invention and other details of the invention. The



inventor(s) shall assign the rights of the disclosed invention to AVCOE. Even after submitting the IDF to the IPR cell, the inventor(s) should treat all IP related information of the particular invention, rights assigned to AVCOE or rights rest with AVCOE personnel as confidential till it filed and published/granted.

Valuation of Innovations(s) for Protection

To facilitate valuation of a creative work for protection and allied activities, an IP Valuation Committee (IPVC) shall be formed by the head of Institution (Principal), IPR cell coordinator consisting of Dean (R&D) as chairperson, IPR cell co-coordinator and at least three additional faculty members (Who are all not in the list of co-authors for the corresponding creative work) with domain expertise or familiarity/experience in areas related to the particular creative work.

The IPR cell shall assess the IDF in a timely manner and shall convey the details to the IPVC to facilitate them to make recommendations on the patentability of the invention. The IPR cell may make one of the following recommendations that:

- AVCOE shall take the responsibility of protection of the IP, in such cases and IPR cell will initiate appropriate process through proper channel as per norms.
- AVCOE shall not take the responsibility of protection of the IP, in such cases and the rights to the disclosed invention shall be promptly reassigned to the creator(s). The creator(s) may then choose to protect the creative work on their own.

Renewal of IP Rights

A decision on the annual renewal of IP rights will be taken by a committee constituted by the IPR cell member secretary (Dean-R&D) and Principal. If AVCOE decides not to renew the IPR of a particular IP, then it will assign the rights of the IP to the creator(s) with or without a request from the creator(s). In case of patents, the process of reassignment will be completed in a period of three months before the due date for its renewal.

Support

Obtaining IPR

If AVCOE decides to protect the creative work, it shall provide support through IPR cell for drafting the IP application for filing. The inventor(s) shall conduct IP searches to study the prior art and provide the necessary inputs to draft the IP application at the time of submitting IDF. AVCOE shall bear costs of drafting and filing an Indian/International IP application as per management policy.

Technology Transfer



AVCOE shall attempt to market the IP based on the market demand for the IP to which it has ownership or joint ownership. The creator(s) are expected to support in this process. Optionally, if AVCOE has not been able to commercialize the creative work in a reasonable time frame; the creator(s) may approach the IPR cell member secretary (Dean-R&D) for the assignment of rights of the invention(s) to them through proper channel as per norms.

Revenue sharing

The net earnings from the commercialization of IP owned by AVCOE would be shared as follows:

The creator(s) share would be declared annually and payment will be made to the creator(s) or to their legal heir, whether or not the creators are connected with AVCOE at the time of payment.

Sr. No	Net Earnings	Inventor(s) share	AVCOE's share
1	Year-1	70%	30%
2	Year-2	50%	50%
3	From 3rd year	30%	70%

When AVCOE reassigns the rights of the IP to its creator(s) based on their request, the creator(s) shall refund the costs spent by AVCOE for the protection, renewal, marketing and other associated costs from the cumulative earnings as below:

Sr. No	Cumulative Earnings	Inventor(s) share	AVCOE's share
1	Upto twice the cost incurred by AVCOE for protection, renewal, marketing and other associated costs.	50%	50%
2	Beyond twice	100%	0%

Dispute Resolution

In case of any disputes between AVCOE and the inventors regarding the implementation of the IP policy, the aggrieved party may appeal to the Principal of AVCOE. Efforts shall be made to address the concerns of the aggrieved party. The Principal's decision in this regard would be final and binding. All legal disputes will be subjected to the jurisdiction of Sangamner.

Glossary:

‘Author’ means faculty, students, staff or visiting faculty who has/have written or created a innovative and / or creative work.



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- ‘Collaborative Activity’ is the research undertaken by AVCOE personnel in collaboration with industry and or another researcher(s) who are not AVCOE personnel.
- ‘Confidential Information’ is Information not in the public domain and declared confidential by parties as such in a MOU/Agreement that has been signed by the parties.
- ‘Creators’ are persons who have produced any original, innovative and creative work.
- ‘Cumulative Earnings’ from a patent/patent application are the total earnings till date obtained from date of the commercialization of the patent/patent application.
- ‘AVCOE personnel’ is not only limited to the faculty but also students, staff or visiting faculty, researchers and scientists at AVCOE.
- *‘Intellectual Contribution’ means original, technical or artistic contributions.*
- *‘Intellectual Property’ is not only limited to copyrights and copyrightable materials but also patented and patentable inventions, design registrations, physical research results, trademarks, service marks and trade secrets.*
- *‘IP Valuation Committee (IPVC)’ is a committee formed by the head of Institution (Chair Person), who decides on the issues of ownership and patentability among others consisting of Dean (R&D) as Member Secretary and the IPR cell Members.*
- *‘Inventor(s)’ are person(s) who produce an invention. ‘Invention’ is not only limited to any new and useful process, formula or machine conceived or first reduced to practice in whole or in part.*
- *‘Net Earnings’ is Earnings resulting from the licensing or commercialization of the IP, reduced by the outstanding actual expenses incurred in obtaining and commercialization of the IP.*
- *‘Significant Use of AVCOE Resources’ is any usage of AVCOE’s resources during the creation of the invention(s), such as routine use of office facilities, computers, software, lab equipment and machinery, consumable stocks in college and library resources.*
- *Principal of the institute is the Chair Person of IPR Cell.*
- *Dean R&D is the Member Secretary of IPR Cell.*

2. Membership

The IPR (Intellectual Property Rights) Cell Committee shall comprise of following members:



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Sr. No.	Name of Member	Deptt	Designation
01	Dr. M A Venkatesh	Institution	Principal
02	Dr. J B Gurav	Civil Engg	Member Secretary
03	Prof. V B Shinde	Production Engg	Member
04	Prof. A V Markad	Info. Technology	Member
05	Dr N U Mate	Civil Engg	Member
06	Prof. C D Bhos	ETC Engg	Member
07	Prof. S K Choudhari	Electronics Engg	Member
08	Prof. E T Bayas	Mechanical Engg	Member
09	Dr. S K Sonkar	Computer Engg	Member
10	Dr. K V Bhadane	Electrical	Member
11	Prof. P T Patro	Engg Science	Member
12	Dr S S Gunjal	MBA	Member

3. Terms

1. The members will serve three-year term, renewable (Chair Person and Member Secretary).
2. The names of potential IPR (Intellectual Property Rights) Cell members will be proposed by the head of Departments and approved by the Principal and Dean, R&D of AVCOE.
3. The Principal will issues the decree for the formation of the IPR (Intellectual Property Rights) Cell.

4. Meetings

- The IPR Cell members shall meet at least twice a Year (preferably at least once in each academic semester i.e. Commencement and at the end of semester).
- Meetings are to be held on the AVCOE campus or as deemed appropriate by the Principal.

5. Office bearers of the Body

The IPR Cell shall consist of a Chair Person, Member Secretary and Members of each department.

6. Duties of the Officers

A) Member Secretary

1. Member Secretary shall act as the executive head of the IPR Cell and Chairperson will preside over meetings.



2. The Member Secretary shall have power to call for meetings and to set the agenda.
3. The Member Secretary shall provide appropriate information and data necessary for the IPR Cell to carry out its activities.
4. It will be duty of the Member Secretary to maintain accurate, action-based minutes of all meetings and distribute minutes to each member on a timely basis.

b) Members of each Department

1. It will be duty of the each member of respective department to maintain accurate, action-based minutes of all meetings at department level, distribute minutes in respective department on a timely basis.
2. The member shall be responsible for maintaining the record of their department.
3. The member shall make necessary communication required for the efficient and effective discharge of the IPR duties and responsibilities.

7. Recommendations of IPR Cell

All recommendations made by IPR Cell under R&D Cell to the Principal are advisory in nature and implementation will be discretion at Principal.

7. Start up and Innovation Cell

Overview

The start-up and innovation cell is established by Savitribai Phule Pune University, the cell started with moto to encourage the innovation and entrepreneurship in undergraduate students. The cell will help the students to protect their innovative ideas and support in start-up to be established after their graduation.

Scope

Applies to AVCoE for UG, PG and PhD programs.

1. Objectives:

1. To ensure that institute receives the advice from representatives of industries, academia, alumni and other stake holders to contribute effectively to the strategic development and effective implementation of university start-up & innovation cell.
2. To strengthen the employability and to develop innovative culture in students

Policy

2. Responsibilities

The Start-up and innovation cell shall have the following functions:



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- a) Head of Start-up has to organize Talk session by four start-ups /Industrialist in a semester (one per month).
- b) Head of Start-up has to organize Startup-idea competition –Once a year within the college.
- c) Other similar activities like projects on innovative ideas, creative thinking etc organized periodically guided by the SPPU, Pune.

3. Membership

The **START-UP AND INNOVATION CELL** shall comprise of following members:

Sr. No.	Representative	Designation
1	Dr. M. A. Venkatesh	Principal
2	Dr. J. B. Gurav	Head of Start-up
3	Dr. M. S. Harne	Coordinator
4	Mr. Tekade Rohan Ravindra	Member
5	Mr. Bangar Omkar Subhash	Member
6	Mr. Kulkarni Rohan Milind	Member
7	Mr. Deshmukh Akshay kumar Vasant	Member
8	Mr. Jorvekar Manoj Arun	Member
9	Mr. Rajendra Chaudhari	Member
10	Mr. Balasaheb Sabale	Member

4. Terms

1. The members will serve three-year terms, renewable (Principal is ex-officio members).
2. The names of potential START-UP AND INNOVATION CELL members will be proposed and will be nominated by the Principal
3. The Principal will issues the decree for the formation of the START-UP AND INNOVATION.

5. Meetings

- The Body shall meet at least twice a year (preferably at least once in each academic semester).
- Meetings are to be held on the AVCOE campus or as deemed appropriate by the Principal.

6. Office bearers of the Body



Officers of the START-UP AND INNOVATION CELL shall consist of a Head of Start-up, members.

7. Duties of the Officers

a) Head of Start-up

1. Head of Start-up shall act as the executive head of the START-UP AND INNOVATION CELL and will preside over meetings of the Body.
2. The Head of Start-up shall have power to call for meetings of the Body and to set the agenda.
3. The Head of Start-up shall provide appropriate information and data necessary for the Body to carry out its activities and shall inform the Body on actions regarding Body recommendations.
4. The Head of Start-up will the programs and execute activities scheduled by SPPU, Pune.

b) Member

1. It will be duty of the Member Secretary to maintain accurate, action-based minutes of all meetings, distribute minutes to each member on a timely basis.
2. Members will assist the Head of startup and Coordinator in execution of activities planned and informed by the SPPU.
3. The Member shall be responsible for maintaining the record.
4. The Member shall make necessary communication required for the efficient and effective discharge of the Body's duties and responsibilities.

8. Recommendations of the Body

All recommendations made by START-UP AND INNOVATION CELL to the Principal are advisory in nature and implementation will be discretion at Principal.