



An Institution of
the Society for the Higher Education
of Women in India

Sophia College for Women
Empowered Autonomous

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Collaboration and Consultancy Policy

1.	Administrative Policy Number(APN): SCWAPN/08	Functional Area: corporate and institutional collaboration and consultancy
2.	Brief Description of the Policy:	Purpose: to encourage collaboration between the institution and other corporate houses and institutions in academic and extension activities and promote avenues for consultancy for the institution and the staff.
3.	Policy Applies to:	Students
4.	Effective from the Date:	26 th November, 2018
5.	Approved by:	College Development Committee (CDC)
6.	Responsible Authority :	IQAC
7.	Superseding Authority:	Principal
8.	Last Reviewed. / Updated:	New Policy
9.	Reason for the policy:	To promote the culture of sharing expertise and generate revenues for the institution
10.	References for the policy:	UGC/ University

Introduction

Sophia College for Women is committed to constant and determined efforts towards productive, dynamic, mutually beneficial and sustainable collaboration and networking of the highest standard with corporate bodies, academic institutions and other organizations for fostering closer relationships with the world of “skilled work” and “competitive learning”. This policy contributes to the realization of the vision, mission and motto of the college through meaningful engagements with credible and socially committed academic institutions, corporate bodies, and other organizations of excellence. Its purpose is to advance and promote significant and momentous interactions and exchange of ideas, resources and knowledge which may lead to enhanced academic excellence of the college, nurturing of talents, skills and knowledge of staff and students to reach their full potential thus attaining the fullness of life.

Objective of the policy

The primary objective of all collaboration is academic in nature. Sophia college for Women would look to enable its various departments to initiate, process, and establish collaboration or understanding between any two or more institutions for:

1. Curriculum Development/Enhancement,
2. Internship/On-The-Job Training,
3. Summer Placement,
4. Faculty Exchange
5. Professional Development of Faculty and Students,
6. Collaborative Research,
7. Consultancy,
8. Extension,
9. Publication,
10. Student Placement,
11. Twinning Programmes,
12. Introduction of New Courses,
13. Faculty and Student Exchange
14. Collaborative Seminar / Workshop

15. Resource Sharing / Innovative Teaching Practices

The actualization of the same entails ensuring skill development amongst the students, sharing resources of high-quality institutions and industries, and accessing the most up-to-date worldwide knowledge for the establishment and up-gradation of academic facilities, student and staff support, and infrastructure facilities of the college. It also entails an avenue for generation of revenues by sharing the expertise of its staff with other academic institutions and industries.

Implementation

Implementation of the policy is a departmental level exercise and as such, each department is encouraged and expected to initiate, process and develop new collaborations every year. Any collaboration or tie-ups has to be sanctioned by the head of the institution.

The Memorandum of Understanding (MoU) must be accepted between the collaborating parties. MOUs are entered in at the college level, IQAC level or at the departmental level. MOU's should specify the name & other details of the parties between whom the MoU is being signed, clearly specifying the purpose and the goals for which the MoU is being signed.

The MoU should specify the amount of capital contribution to be made by the parties (if any). It should also mention the person authorized to make the major financial decisions. Once the MoU is prepared and agreed upon by the parties involved, it should be signed and dated by the authorized individuals representing each party or organization. The memorandum should specify the duration of such an agreement between the parties i.e., the beginning and the ending dates of the MoU. Also, it should provide the circumstances and conditions in which the MoU will be terminated.

Member or members of the institution who enters into consultancy work as a faculty of the college and accepts remuneration or honorarium for the same through the institutional account will share 20 percent of the revenue generated to the college.

Monitoring and Review

Monitoring of the policy is done by the principal and IQAC of the college

A.P. Pahi

IQAC Coordinator

**Coordinator
IQAC
Sophia College**



Sharda P. Kulkarni

Principal

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