



# **SREE SANKARACHARYA UNIVERSITY OF SANSKRIT KALADY**

## **POLICY ON CONSULTANCIES AND PARTNERSHIPS**



**This policy document is known as the “Policy on Consultancies and Partnerships” of The Sree Sankaracharya University of Sanskrit, Kalady. Through this policy the University declares its commitment to the meaningful consultancies and partnerships for the strengthening of the university and also to make the knowledge generation and dissemination process more useful and meaningful to the community and general stakeholders. The policy also encourages the staff and Departments to develop meaningful consultancies and partnerships.**

### **A) Introduction**

The Sree Sankaracharya University of Sanskrit, Kalady, is a premier institution of higher learning and research in South India devoted to the propagation of Classical Sanskrit Language and Literature, Vedic, Vedantic and Vedanta studies, Modern Indian languages, performing and Fine Arts, and Social Sciences. The University boasts of the best teaching departments in various realms of Sanskrit as well as peculiar departments like Fine Arts, Music and Dance. Traditional forms of arts like Koodiyattom, Mohiniyattom, Bharatanatyam, Mural painting and Carnatic music and also modern theatre are taught and practiced.

### **B) The Concepts**

#### ***B1.) Consultancy***

Consultancy is an activity is one of the important means by which staff at the Sree Sankaracharya University of Sanskrit, Kalady can make available their knowledge and expertise to Government, Public sector organizations, Non-governmental organizations, Corporates and Community groups. Such interactions in turn benefit the University, as staff brings back to their teaching, research and other roles the insights, experiences and contacts they have gained as consultants. The consultancy services also can make economic revenue to the University and the expert personnel engaging with the consultancy services. The University distinguishes the value of its staff undertaking consultancy for external bodies. This work is an important channel through which knowledge and expertise can flow to and from government organizations and other external agencies and therefore contributes to the development of growing and productive relationships with these bodies. It is therefore the University’s policy to encourage staff to engage in consultancy wherever appropriate and in a manner that is consistent with their contractual responsibilities.

## ***B.2) Partnership***

The term partnership in this policy envisages the process through which the staff as individuals, Departments and the University as a comprehensive entity enter into meaningful agreement with Government, Other Academic Institutions, Public sector organizations, Non-governmental organizations, Corporates and Community groups for the furthering and expansion of the services of the University and also to make more expertise and exposure available to the students and staff of the University. The partnerships can be on a regular basis, or issue basis. The partnerships also can be at institution level, regional level, state level, national level or international level. Partnerships also can be of collaborative efforts or joint ventures with or without financial implications. These partnership collaborations also can be an effort to make the student and staff exchange programmes.

### **C) Policy Guidelines for Consultancy and Partnerships**

1. The undertaking of consultancy services and partnerships programmes should be to utilize and extend the expertise of the staff and students in the University.
2. The undertaking of consultancy services and partnerships should not in any way against the goodwill and established vision and mission statements of the University
3. The consultancy services and partnerships should not in any way cause financial or legal liability to the University.
4. The consultancy services and partnerships should be made only through the formal signing of the Memorandum of Association mutually agreed and signed by the parties of the consultancy services and partnerships.
  - 4.1. The agreement will address the scope of consultancy, deliverables, mutual responsibilities, time schedules and financial terms, communications, resolution of disputes and confidentiality.
5. Every consultancy services and partnership MOUs should be accompanied with the financial implications and detailed project proposal.
6. These MOUs are to be appropriately reviewed and agreed by the legal section of the University and also to be approved by the concerned academic and administrative bodies of the University.
7. The Registrar should be the official signatory and custodian to all these MOUs from the University side.
8. The University can constitute a specific governing council to review the proposals, MOUs and the progress of the consultancy services and partnerships.
9. Periodical reviews are to be made and reports are to be obtained from the responsible

persons of the consultancy services and partnerships.

10. In case of anomalies, fraud or any complaints raised or observed in the consultancy services and partnerships the University can do appropriate enquiry and punishment process against the concerned.
11. The University should have an entitlement on the deliverables of the consultancy or partnership engagements.
12. The University should specifically lay down the financial procedures and process appropriate for the consultancy services and partnerships.
13. All the accounts of these consultancy services and partnerships should be audited by a chartered accountant and utilization certificates are to be documented.
14. The revenue after the expenditure generated through these consultancy services and partnerships can be shared between the staff engaged and the University at a 60:40 ratio after the final settlement of the accounts.
15. The persons concerned with the consultancy services and partnerships should be permitted to engage outsourced expertise or personnel to complete the tasks wherever it is necessary with prior permission of the University authorities.
16. The university should develop a single window operating system to facilitate and support the consultancy services and partnerships programmes.
17. University facilities can be utilized for the consultancy services and partnerships programmes with prior approval from the University.
18. The students and the research scholars also can be engaged in the consultancy services with their consent and prior sanctions. These engagements should not affect their learning activities in the admitted programmes in the university and also should be appropriately compensated for their work.
19. The Staff engaging in the consultancy services and partnerships programmes should have freedom and space to engage in the process without affecting the regular responsibilities in the concerned departments or sections.
20. The staff engaging in the consultancy services and partnerships programmes should be given necessary on duty leave to fulfill the undertakings without affecting their responsibilities in the University.
21. The staff and other personnel engaging in the partnerships and consultancies are to be eligible for the TA and other personal expenses from the allotted funds of the consultancy services and partnerships.

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