



ASSAM DON BOSCO UNIVERSITY

Tapesia Gardens, Kamarkuchi, Sonapur – 782 402, Assam, INDIA

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NOTIFICATION

The following policy is approved for the ADBU – Innovation and Startup Cell.

Registrar

Registrar
Assam Don Bosco University
Tapesia Gardens, Sonapur
Assam-782402, INDIA



ADBU Innovation & Start-up Policy

Introduction

The National Innovation and Start-up Policy (NISP) is a guiding framework for higher educational institutes (HEI) that was launched on September 11, 2019, by the Honourable Minister of Human Resource and Development. The adoption of this framework will enable HEIs to create a vibrant innovation and start-up ecosystem in the institute. This document is the innovation and start-up policy document of Assam Don Bosco University. It has been created in the spirit of NISP by incorporating most of the ideas suggested in NISP. The document lists the vision, objectives, actions, key performance indicators, and other instructions.

Vision

To become an innovation and start-up hub, delivering creative solutions to problems specific to North-East India and of the world in general.

Objectives

1. To develop a critical mass of motivated students & faculty with entrepreneurial orientation & skill

Activities

- 1.1. Organise workshops/lectures/seminars/e-talk/boot camp etc.
- 1.2. Conduct online and classroom education, training & mentoring
- 1.3. Integrate experiential learning
- 1.4. Regularly update institute's website/social media groups with innovation and start-up related information

Key Performance Indicators

- 1.1. Number and types of education/skill certification programs on entrepreneurship, IPR, innovation, etc.
- 1.2. The number of workshops, awareness, market outreach events, orientation, advocacy meetings, etc.
- 1.3. Number/percentage of students covered through entrepreneurship education; MOOC, classroom, experiential learning programs, etc.
- 1.4. Number/percentage of student & faculty mass exposed to awareness/orientation building programs
- 1.5. Number/percentage of student and faculty mass with entrepreneurship orientation
- 1.6. Number/percentage of student & faculty motivated to start any entrepreneurial activity

2. To build innovation & early-stage enterprises by supporting & enabling access to resource & facilities at the institute

Activities

- 2.1. Establish an “Innovation and Start-up Cell” with an odd numbered committee under the leadership of a higher-level officer of the University with members from faculty, staff, students, alumni and external members related to start-up & entrepreneurship.
- 2.2. Establish a pre-incubation centre
- 2.3. Scout, recognise and support innovation & start-ups ideas
- 2.4. Build up Innovation & start-up repository

Key Performance Indicators

- 2.1 Number of IPR/innovations developed for commercialisation
- 2.2 Number of student/early-stage start-ups formed
- 2.3 Number of beneficiaries accessing the infrastructure & facilities per day, month
- 2.4 Number of innovators identified; Number of them awarded/ recognised; Number of them supported
- 2.5 Number of entrepreneurs identified; Number of them awarded/ recognised; Number of them supported
- 2.6 Number of student projects converted to (commercialised) innovations
- 2.7 Number of IPR based product/services generated and registration filed
- 2.8 Number of beneficiaries generated under various schemes and programs leveraged and converged at start-up cell

3. To develop In-house competency to serve potential and early-stage entrepreneurs

Activities

- 3.1. Setup advisory service expert pool
- 3.2. Organise training-FDPs, EDPs
- 3.3. Incentives for experts
- 3.4. Research studies & advocacy programs

Key Performance Indicators

- 3.1. Budget allocation and spend ratio for the start-up mandate in the institute
- 3.2. Number of skill and competency development training programs/FDPs/EDPs organised
- 3.3. Number of research studies related to entrepreneurship conducted
- 3.4. Number of research studies on entrepreneurship published
- 3.5. Number/Percentage of in-house trained professional developed for advisory services
- 3.6. Percentage of satisfaction over advisory services offered to innovators & early-stage entrepreneurs

4. To strengthen the intra and inter-institutional linkage with ecosystem enablers at a different level

Activities

- 4.1. Mentor, start-up cell network, business & referral service
- 4.2. Leverage government schemes & programs
- 4.3. Organise national & regional events

Key Performance Indicators

- 4.1. Mentor, start-up cell network, business & referral service
- 4.2. Number of networking event (intra and inter-institutional, enablers, stakeholders) organised
- 4.3. Number of convergence and leverage with schemes/programs offered by major enablers
- 4.4. Number of the national and regional award and campus Hackathon like events organised
- 4.5. Number of regional, national and international linkages established for the start-up & innovation
- 4.6. Network established connecting multiple stakeholders & ecosystem enablers
- 4.7. Number/Percentage representatives of experts & entrepreneurial students across departments & disciplines
- 4.8. Number of beneficiaries referred to incubators/investors for further support through start-up cell

Clauses

1. Strategies and Governance

- 1.1. Investment in entrepreneurial activities will be a part of the institutional financial strategy. The University will make every attempt to attract funding from CSR sources to create a sizeable fund for Innovation and Entrepreneurship.
- 1.2. Funds will also be raised through government schemes, the corporate sector, and through sponsorship and donations.
- 1.3. The importance of innovation and entrepreneurial agenda will be made known across the institute and will be promoted and highlighted at institutional programs such as conferences, convocations, workshops, etc.

2. Start-ups Enabling Institutional Infrastructure

- 2.1. A pre-incubation centre will be set up to develop business models that can be incubated at the regional incubators.
- 2.2. The services of the pre-incubation centre will be extended to selected alumni of the institute as well as outsiders.
- 2.3. The pre-incubation centre may offer mentoring and other relevant services in-return for fees, equity sharing, and (or) zero payment basis.

3. Norms for Student Start-ups

- 3.1. Students will be allowed to work on setting up start-ups or work as intern / part-time in start-ups (incubated in any recognised HEIs/Incubators) while studying.
- 3.2. Students will be allowed to take a semester/year break (or even more depending upon the decision of a review committee) to work on their start-ups and re-join academics to complete the course.
- 3.3. Student entrepreneurs may earn academic credits for their efforts while creating an enterprise. A review committee will be set up to review the student start-ups, and based on the progress made, it may give appropriate credits for academics. The decisions will be based on the guidelines developed for this purpose.
- 3.4. Student inventors will be allowed to opt for a start-up in place of their mini project/ major project, seminars, summer training. The area in which a student wants to initiate a start-up may be interdisciplinary or multi-disciplinary.
- 3.5. Students entrepreneurs working on a start-up should be allowed to sit for the examination, even if their attendance is less than the minimum permissible percentage, with due permission from the institute. The decision will be based on the recommendations of the review committee set up to monitor the progress of the student start-up.

4. Norms for Faculty/Staff Start-ups

- 4.1. Faculty and staff can take off for a semester/year (or even more depending upon the decision of the review committee) as sabbatical/ unpaid leave/ casual leave/ earned leave for working on start-ups and come back. The seniority and other academic benefits during such a period will be preserved for such staff or faculty.
- 4.2. The role of faculty may vary from being an owner/ direct promoter, mentor, consultant, or an on-board member of the start-up.
- 4.3. Faculty start-up may consist of faculty members alone or with students or with faculty of other institutes or with alumni or with other entrepreneurs.
- 4.4. Institutes should work on developing a policy on 'conflict of interests' to ensure that the regular duties of the faculty don't suffer owing to his/her involvement in the start-up activities.
- 4.5. In case the faculty/ staff holds the executive or managerial position for more than three months in a start-up, they will go on sabbatical/ leave without pay/utilise existing leave.
- 4.6. Faculty must separate and distinguish on-going research at the institute from work conducted at the start-up/ company.
- 4.7. Faculty must not involve research staff or other staff of institute in activities at the start-up and vice-versa.
- 4.8. Human subject related research in a start-up should get clearance from the ethics committee of the institution.

- 4.9. Product development and commercialisation as well as participating in and nurturing start-ups will be added to a bucket of faculty-duties, and each faculty would choose a mix and match of these activities (in addition to the minimum required teaching and guidance) and then respective faculty will be evaluated accordingly for their performance and promotion. It is desired that every faculty mentor at least one start-up.

5. **Product Ownership Rights for Technologies Developed at Institute**

- 5.1. When institute facilities/funds are used substantially or when IPR is developed as a part of academic activity, IPR is to be jointly owned by inventors and the institute.
- 5.2. Inventors and institute could together license the product / IPR to any commercial organisation, with inventors having a primary say. License fees could be either/or a mix of upfront fees or one-time technology transfer fees, royalty as a percentage of sale-price, and shares in the company licensing the product.
- 5.3. An institute may not be allowed to hold the equity as per the current statute, so SPV may be requested to hold equity on behalf of ADBU.
- 5.4. If the product/ IPR is developed by innovators not using any institute facilities, outside office hours (for staff and faculty), or not as a part of the curriculum by the student, then product/ IPR will be entirely owned by inventors in proportion to the contributions made by them. In this case, inventors can decide to license the technology to third parties or use the technology the way they deem fit.
- 5.5. If there is a dispute in ownership, a minimum five-membered committee consisting of two faculty members (having developed sufficient IPR and translated to commercialisation), two of the institute's alumni/ industry experts (having experience in technology commercialisation), and one legal advisor with experience in IPR, will examine the issue after meeting the inventors and help them settle this, hopefully to everybody's satisfaction.
- 5.6. If the institute is to pay for patent filing, a committee will examine whether the IPR is worth patenting. The committee will consist of faculty who have experience and excelled in technology translation. If inventors are using their funds or non-institute funds, then they alone will have a say in patenting.

6. **Organisational Capacity, Human Resources, and Incentives**

- 6.1. To achieve better engagement of staff in entrepreneurial activities, institutional policy on career development of staff will be developed with constant upskilling.
- 6.2. Periodically some external subject matter experts such as guest lecturers or alumni will be engaged for strategic advice and bringing in skills that are not available internally.
- 6.3. Faculty and staff will be encouraged to do courses on innovation, entrepreneurship management, and venture development.
- 6.4. The reward system for the staff may include sabbaticals, office and lab space for entrepreneurial activities, reduced teaching loads, awards, training, etc.

7. Creating Innovation Pipeline and Pathways for Entrepreneurs at Institute Level

- 7.1. A ready reckoner of Innovation Tool Kit will be developed and will be kept on the homepage on the institute's website to answer the doubts and queries of the innovators and enlisting the facilities available at the institute.
- 7.2. To prepare the students for creating the start-up through the education, integration of education activities with enterprise-related activities will be done.
- 7.3. Initiatives like idea and innovation competitions, hackathons, workshops, boot camps, seminars, conferences, exhibitions, mentoring by academic and industry personnel, throwing real-life challenges, awards, and recognition will be routinely organised.
- 7.4. The institute will establish Institution's Innovation Councils (IICs) as per the guidelines of MHRD's Innovation Cell and allocate appropriate budget for its activities. IICs should guide institutions in conducting various activities related to innovation, start-up, and entrepreneurship development.
- 7.5. The institutions will promote interdisciplinary research and publication on start-up and entrepreneurship.
- 7.6. The importance of innovation and entrepreneurial agenda will be made known across the institute and will be promoted and highlighted at institutional programs such as conferences, convocations, workshops, etc.
- 7.7. Start-ups and companies will be linked with a wider entrepreneurial ecosystem and by providing support to students who show potential, in the pre-start-up phase.

8. Pedagogy and Learning Interventions for Entrepreneurship Development

- 8.1. Student clubs/ bodies/ departments will be created for organising competitions, boot camps, workshops, awards, etc. These bodies should be involved in institutional strategic planning to ensure the enhancement of the student's thinking and responding ability.
- 8.2. Institutes will start annual 'INNOVATION & ENTREPRENEURSHIP AWARD' to recognise outstanding ideas, successful enterprises, and contributors for promoting innovation and enterprise ecosystem within the institute.
- 8.3. Innovation champions will be nominated from within the students/ faculty/ staff for each department/ stream of study.
- 8.4. The integration of expertise of the external stakeholders will be done in entrepreneurship education to evolve a culture of collaboration and engagement with the external environment.
- 8.5. At the beginning of every academic session, an induction program about the importance of I&E will be conducted so that freshly inducted students are made aware of the entrepreneurial agenda of the institute and available support systems.

- 8.6. Curriculum for the entrepreneurship education will be continuously updated based on entrepreneurship research outcomes. It will also include case studies on failures.
 - 8.7. Industry linkages will be leveraged for conducting research and survey on trends in technology, research, innovation, and market intelligence.
 - 8.8. Student innovators, start-ups, experts will be engaged in the dialogue process while developing the strategy so that it becomes need-based.
 - 8.9. Customised teaching and training materials will be developed for start-ups.
 - 8.10. Pedagogical changes will be done to ensure that the maximum number of student projects and innovations are based on real-life challenges.
 - 8.11. Learning interventions developed by the institutes for inculcating entrepreneurial culture will be continuously reviewed and updated.
- 9. Collaboration, Co-creation, Business Relationships and Knowledge Exchange**
- 9.1. Collaboration will be established with potential partners, resource organisations, micro, small and medium-sized enterprises (MSMEs), social enterprises, schools, alumni, professional bodies, and entrepreneurs to support entrepreneurship and co-design the programs.
 - 9.2. Through formal and informal mechanisms such as internships, teaching and research exchange programmes, clubs, social gatherings, etc., faculty, staff, and students of the institutes will be given the opportunities to connect with their external environment.
 - 9.3. Knowledge management will be done by the institute through the development of innovative knowledge platform using in-house Information & Communication technology (ICT) capabilities.
- 10. Entrepreneurial Impact Assessment**
- 10.1. The number of start-ups created, support system provided at the institutional level, and satisfaction of participants, new business relationships created by the institutes will be recorded and used for impact assessment.
 - 10.2. The impact will also be measured for the support system provided by the institute to the student entrepreneurs, faculty, and staff for pre-incubation, IPR protection, industry linkages, exposure to the entrepreneurial ecosystem, etc.
 - 10.3. Monitoring and evaluation of knowledge exchange initiatives, engagement of all departments, and faculty in the entrepreneurial teaching and learning will be assessed.