

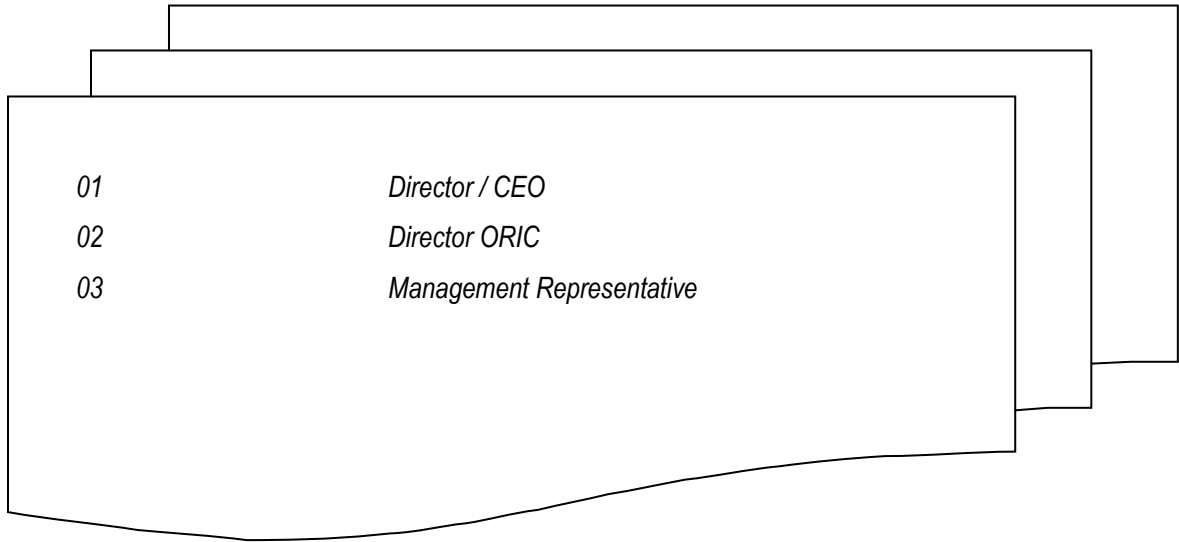
**KASBIT**  
**OFFICE OF RESEARCH, INNOVATION, AND COMMERCIALIZATION**  
**POLICY 2021**



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## Circulation



01	<i>Director / CEO</i>
02	<i>Director ORIC</i>
03	<i>Management Representative</i>



## **Introduction**

The KASBIT Office of Research, Innovation, and Commercialization (ORIC) has been introduced to support and organize research and commercialization activities at the University. This policy defines the role, responsibilities, and mission of ORICs, and establishes KPIs (Key Performance Indicators) to gauge and measure their performance.

## **Mission**

Improving the trends of the research activities for the improvement of areas concerning economic, industrial, social, and academic development and their accelerated advancements for achieving the national objectives by giving a platform to the keen-minded people to step forward and fulfill the mission.

## Core Objectives

The role of the ORIC Department will be at all times to have available ready information of:

- i. A one-stop office to provide all facilitation and mentoring for quality research
- ii. To establish and strengthen collaborations between researchers of the institute and potential research users from the industry
- iii. To establish an ethical institutional review board in the university to undertake meticulous reviews of research proposals to ensure all researches adhere to the ethical guidelines
- iv. To establish the university's IPR policy, and ensure the interests of faculty and researchers are protected.
- v. Identify, develop and market the intellectual property of the university personnel through licensing and spin-off arrangements.
- vi. To comply with all the academic and market research work at the institute.
- vii. To establish an annual research budget, receive funds for project overheads (15% performance grant allocated by HEC, the university's own contribution and any matching contribution by industry), and audit the statements of the research support budget.
- viii. University Industrial Linkages, Placements, startup and Training & Development will be the key control of the ORIC.
- ix. ORIC ensures the operationalization's of all the above Academic Research, Market Research, Placements, Linkages, startup and Trainings sessions.
- x. To provide the Advance Studies and Research Board (AS&RB) an annual report describing priority areas for research for graduate studies and highlighting the research achievements of the University.

**Smart Objectives:**

S. No	Objectives	Plan/Strategy	Accomplishment Date
01	KASBIT Journals (KBJ, JML, JMHR) call for paper.	Call for the paper to be published on a timely basis as per the annual plan.	Quarterly and Annual
02	KASBIT Research Conference	KASBIT Research Conference is purely a research conference which is done outside KASBIT, where scholars from all across Pakistan come and present the research work specifically related to management sciences scope.	Annual
03	Market Research	ORIC's engage their faculty and students to work on corporate research with the collaboration of corporate sectors.	Yearly
04	Agreements Signed with Industry	ORIC will collaborate with various organizations from the industry and as well as with universities to promote research and capacity building of the faculty and students	More than 10
05	Training/Seminars	The purpose of this training/Seminars is to engage in the discussion of an academic subject for the aim of gaining a better insight into the subject and strengthen the capacity of the participants i.e. students and faculty.	More than 10
06	Yearly Revenue	ORIC will earn revenue through its academic activities	Rs. 50-100 million
07	Students Placements & Recruitment Drives	The industry/Corporate sector is aligned with KASBIT ORIC for job placement purpose	Semester Wise
08	Executive Development Centre (EDC)	The industry/Corporate sector is aligned with KASBIT ORIC for professional learning & Organizational Development	As per industry need

09	Business Incubation Centre (BIC)	KASBIT students are encouraged to bring new & innovative business ideas for incubation.	Yearly
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## ORIC Steering Committee

### Scope

The steering committee shall act as a governing body for the ORIC, and provide leadership and governance oversight. The steering committee shall continuously review the performance of the ORIC in line with the objectives and strategic plans/roadmaps and provide effective oversight and evaluation. The steering committee shall consist of at least 07 members, of which the majority is from the private Sector, and the remaining from senior university officials.

### The Steering Committee Shall:

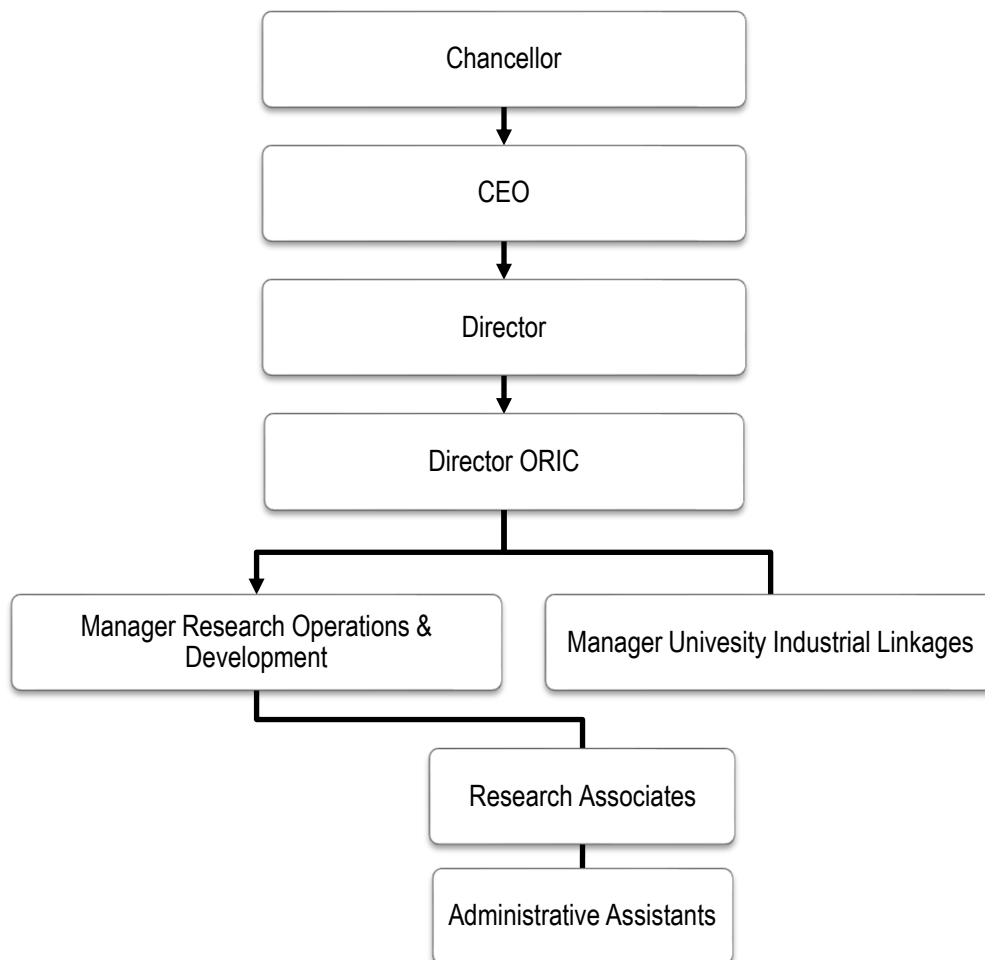
- a) Devise and approve the 5-year strategic plan for the ORIC and ensure its proper compliance.
- b) Review and approve the recommendations for implementation of initiatives for better achievement of ORIC objectives and strategic plans
- c) Review periodic monitoring reports based on the set objectives and strategic plans and advise the ORIC leadership accordingly
- d) Provide policy guidance to ORIC leadership
- e) Ensure that ORICs activities and initiatives are coordinated with other relevant stakeholders, inside or outside the HEI.
- f) Provide crucial support and advice on matters to promote university-industry linkages and commercialization
- g) Advise the Director ORIC on the challenges related to research management

## Department

The Department controls the activities of the Department.

The ORIC Department comprises of the Director ORIC, Manager Research Operations & Development, Manager University-Industrial Linkages & Technology Transfer, research associates, and assistants

## Organization Chart





## Key Performance Indicators

### 1 Human Resource & Operations:

- a) Dedicated ORIC Functional Office with ICT facilities
- b) Three full-time dedicated positions of Head of ORIC, Manager Research Support, and Manager I&C
- c) Status of ORIC-SC: constitution, number of meetings, minutes, actions taken.
- d) Support Positions (full-time or part-time) for effective functioning of ORIC
- e) ORIC Website, social media presence

### 2 Research Support:

- a) Number and volume of research proposals submitted, approved, and completed.
- b) Number and volume of joint research projects submitted, approved, and completed.
- c) Research links established with other universities, industries, governments, or NGOs.
- d) Contract research awarded by industry or government organizations
- e) Acceptance ratio of proposals
- f) Annual research revenue generated
- g) Research grant opportunities identified and circulated to faculty
- h) Consultancy opportunities identified and circulated to faculty.
- i) Consultancy contracts executed through ORIC.
- j) Client satisfaction.

### 3 Innovation and Commercialization:

- a) Number of IP disclosures
- b) Number of policy briefs
- c) Number of IP licensing negotiations initiated
- d) Number of non-exclusive or exclusive licenses signed
- e) Yearly revenue earned from licensing, royalties, policy advocacy, or other academic activities.
- f) Several visits by representatives of industry or community members regarding potential research subjects.
- g) Number of events organized for industry or entrepreneurial stimulus, or community engagement or community awareness
- h) Number of agreements signed for collaboration with industry, government
- i) Several national or international honors or awards won.

## RESEARCH SUPPORT

### **Section 1**                      **KASBIT Research Conference**

#### **1.1**     **Scope**

KASB Institute of Technology amplifies its Research Conference on an annual basis, where the research fraternity gathers to showcase and present their scholarly work with the august audience. KASBIT Research Conference mainly focuses on academic Research which specifically includes Management Science disciplines. Human Resources, Management, Supply chain, Marketing, Finance, and Economics are the relevant areas of the conference in which scholars share their scholarly and innovative research and contribute to contemporary trends.

#### **1.2**     **Objective**

The objective of the KASBIT Research Conference is:

- a) To provides an opportunity for the faculty, students, and research scholars to exemplify their work to maintain the best innovative ideas for contemporary research.
- b) To provide access to various research activities related to a particular subject with current findings and developments anticipated from them
- c) To build networks with other academics and experts in the same or similar field of studies all around the world and to share thoughts on recent advances and technological breakthroughs.
- d) To provide an opportunity for publication in HEC recognized journals

### **Section 2**                      **KASBIT Research Seminar**

#### **2.1**     **Scope**

The scope of the KASBIT Research Seminar is to help students refine their skills of research, text processing, searching scholarly information, and presenting their work. Students also improve their understanding of study design, which includes defining the hypothesis, providing a rationale for it, and selecting a line of argument.

#### **2.2**     **Objective**

The objective of the KASBIT Research Seminar is:

- a) To facilitate the students through high-quality discussions, abstract reviews, and Inculcate academic skills, including preparing and conducting research.
- b) To help students refine their skills of research, text processing, searching scholarly information, and presenting their work.
- c) To improve the effectiveness of the student's independent research work, which is required for the successful preparation of the term paper and Master's thesis.
- d) To provide researchers with the technical know-how and guidelines for writing and publishing a research

## **Section 3                      Market Research**

### **3.1      Scope**

The scope of Market Research is to leverage internal research capabilities and address the existing gaps in the market (non-technical) through Research-based solutions. This would in turn help to improve the corporate practices and at the same time bridge the gap between academia and the industry.

### **3.2      Objective**

The objective of market research is:

- a) To bridge up the gap between academia and Industry, address existing Gaps in the market (non-technical) by leveraging internal research capabilities,
- b) To identify the consumer need and fortify the Industry in terms of research and product development and address the industry-related problems
- c) To contribute to improvements in professional practices through dissemination of market research-based solutions.

## **Section 4      Research Ethics Policy**

### **4.1      Scope**

This policy sets out the requirements for ethics approval across KASB Institute of Technology. This policy forms part of a suite of policies designed to guide researchers to ensure proper conduct and

integrity of all research undertaken across institution, notwithstanding the geographic origins or ontological orientations of such research.

## **4.2 Objective**

The objective of research ethics policy is:

- a) To ensure that Every research project involving human participants should assess carefully possible risks and potential harm as compared to foreseeable benefits to the participating individuals or to the society.
- b) To ensure policy-making, governance, oversight of the ethics review process across the Institute.
- c) To create and oversee systems to ensure rigor and transparency in the ethical review and decision-making process throughout the university.
- d) To provide rigorous, relevant and timely review of the applications received.

# **INNOVATION AND COMMERCIALIZATION**

## **Section 5**

### **Student Workshops & Guest Speaker Sessions**

#### **5.1 Scope**

The scope of student workshop and guest speaker sessions is for the capacity building of the students of KASBIT. Such practices will help improve the skills and expertise of the students through the right exposure and practical know-how.

#### **5.2 Objective**

The objective of student workshop and guest speaker sessions is:

- a) To bridge up the gap between academia and the industry through practical learning opportunities.
- b) To provide market exposure to the students and help them develop practical understanding and know-how
- c) To enable students to work on their leadership qualities thereby giving them the proper boost to grow.

## **Section 6**

### **Faculty Training**

#### **6.1 Scope**

The scope of faculty training is for the capacity building of the KASBIT faculty. These practices will bridge up the gap between academia and the industry by helping the institute to align the curriculum to industrial requirements.

#### **6.2 Objective**

The objective of faculty training is

- a) To bridge up the gap between academia and the industry through practical training sessions for the faculty
- b) To help them improve their understandings of the industry requirements and develop better or newer proficiency, which in return assists in improving student's learning
- c) To help the faculty figure out ways for applicable learning – which helps the students in real-world

## **Section 7**

### **EDC Trainings**

#### **7.1 Scope**

The scope of the KASBIT Executive Development Center is to bring transformation in the business field and inspire the mindsets with a dedicated and creative approach and help the young executives achieve their goals.

#### **7.2 Objective**

The objective EDC training is:

- a) To bridge up the gap between academia and the industry
- b) To help the young executives develop the skill and knowledge that is needful to make excellences in performing a task
- c) Institutionalize professional development through well-structured faculty and staff development programs

## **Section 8**

## **Memorandum of Understandings**

### **8.1 Scope**

The scope of the memorandum of understandings is to establish connections with the industry based on mutual benefits to promote academia and industry linkages.

### **8.2 Objective**

The objective of building a relationship with the industry is:

- a) To bridge up the gap between academia and the industry through mutual benefits, and help in aligning the curriculum to the industry requirements.
- b) To accomplish mutually compatible goals of research, innovation, and commercialization

## **Section 9**

## **Job Placement & Alumni Relations**

### **9.1 Job Placement**

#### **Scope:**

Job Placement and Alumni Relations office working under the Director of (ORIC) is focused on supporting the students toward their career development and job placement in terms of creating job opportunities in the corporate sector and establishing alumni relations. The office will support the students in their career path by providing them job opportunities platform and career counseling with the same time will achieve the organizational goals with a unified spirit.

#### **Objective:**

Job Placement will be driving the following objective through this office:

- a) Serves as building relationships with alumni for creating job opportunities in the Market.
- b) Serves as liaison with the corporate & other businesses for job placement.
- c) Serves in providing training/workshops and counseling sessions for career & capacity building to polish students' job-hunting skills and their career development.

## 9.2 Internship

### Scope:

Job placement and Alumni Relations office under the direction of the Director (ORIC) working to create internship opportunities and will assist KASBIT students in terms of achieving growth in their professional and career development path, Job Placement will create a relationship with the Alumni and Business sectors to produce internship opportunities for current Student and issue internship letter to students.

### Objective:

Job Placement will be driving the following objective through this office:

- a) Serves as a bridge between Alumni and KASBIT in creating Internship opportunities for KASBIT students.
- b) Liaison with the corporate and other businesses for internships.
- c) To help students learn all about workplace culture, employee relations, and leadership structure, which should help them on board in their first professional job with more ease than if they haven't had professional experience.

## 9.3 Alumni Relations

### Scope:

Alumni are held in very high esteem. The Job Placement & Alumni Relations Office will build a connection with our alumni and offers events and activities to them at the same time in return for these relationships JP&AR will assist our Alumni in creating job Placement/internships and Research Opportunities for the KASBIT Students furthermore Job Placement and Alumni Relations will support our Alumni by providing a networking opportunity with other Alumni in terms of annual gatherings, university events and reunion to develop their capacity and professional development as well under the direction of Director (ORIC).

### Objectives:

Job Placement will be driving the following objective through this office:

- a) Building a Strong bond with KASBIT Alumni for the Job Placements & Internships Opportunities for KASBIT Current students/Alumni and promoting the industrial linkages for achieving KASBIT goals.
- b) Serves in Providing Administrative Support to our Alumni in the university matter.

- c) Serves as a free platform for the alumni to develop their professionalism, arranging events, seminars, sessions, annual gatherings, creating networking opportunities, and supporting the KASBIT research work.

#### **9.4 Operationalization of Job Placement & Career Development Office:**

Job Placement & Alumni Relation Office under the supervision of the Director (ORIC) will be a unit working for student's internship/job placements in the different organizations and look after all related matters. The placement & alumni will also play a role in establishing relationships with the alumni to promote industrial linkages for the institute's progress.

##### **Benefits of Jobs & Internships Programs:**

- a) Practical Knowledge
- b) Opportunity to explore careers venues
- c) Valuable work experience adds value to the resumes of students
- d) Increased Self-confidence
- e) Career-related experience
- f) Support and enhance conventional classroom learning methods.

## **Section 10**

### **Business Incubation Center**

#### **10.1 Scope**

The KASBIT Business Incubation Center aims to promote entrepreneurship in the institute by enabling sustainable start-ups. This will in turn invigorate the community through commercialization of innovation, create job opportunities and strengthen the economy.

#### **10.2 Objectives**

- a) To enable the young Start-ups in establishing successful and sustainable ventures
- b) To commercialize innovation and strengthen the economy
- c) To improve the efficiency of the tenant firms
- d) Execute the patent rights under intellectual property management
- e) Ensure technology transfer/spin-offs based on the market needs and requirements
- f) To find out industrial partners/investors for start-ups
- g) To produce successful firms and create job opportunities for Students



### 10.3 The KBIC Steering Committee

As per the guidelines of HEC, the KBIC board committee will be comprised of 7 industry experts, members from ORIC KASBIT and KBIC Management.

The KBIC Steering Committee will act as a governing body for KBIC and will provide strategic leadership and governance oversight. The Steering Committee will provide dedicated advice for decisions and actions to be taken following the objectives, approach, and scope of the KBIC. The Steering Committee will continuously review the performance of KBIC in line with the devised KPIs and strategic plan and guide the KBIC leadership by providing effective oversight and evaluations.

#### Delegated Authorities

- a) Review and approve the recommendations for implementation of initiatives for better achievement of KBIC objectives from KBIC leadership.
- b) Review periodic progress reports based on KPIs and advise the KBIC leadership accordingly.
- c) Provide policy guidance to KBIC leadership.
- d) Ensure that KBICs activities and initiatives are coordinated with other relevant stakeholders, inside or outside the HEI.
- e) Bridge the gap between academia and industry and provide crucial advice on matters to promote university-industry linkages and commercialization.
- f) Any other matter relevant to the better functioning of the KBIC.

#### Key Performance Indicators

- a) Number of Faculty Startups Encouraged / Opportunities Discussed
- b) Number of Faculty Startups Created / Startup Revenue Earned by Faculty Startups
- c) Number of Jobs Created and Retained Over 2 years of Faculty Startup Founding
- d) Several Student / Alumni Startups Created e. Startup Revenue Earned by Student / Alumni Startups
- e) Number of Students Placed in University Startups g. Funding Secured for Faculty / Student / Alumni Startups
- f) BIC available facilities and human resource
- g) Startup Business Plan / Pitching Competition / Bootcamps
- h) Number of License Agreements, NDA, MTAs, Consultancy Agreements, IP Rights signed by Startups
- i) Venture Capitalist / Angel Investment / Seed Funding ensured by Startups

- j) University Awareness Seminars / Entrepreneurial Awareness Campaigns / Investor Connect Events / Open Houses for promotion of Entrepreneurial Spirit among students, researchers, and faculty members

#### **10.4 Graduation/Exit**

The tenant company will be graduated out of the incubator once it meets the following criteria:

- a) The tenant has completed/followed the syllabi set by the KBIC as graduation criteria.
- b) The tenant has spent 12 months at the incubator and the project hasn't been completed yet. An additional 2-6 months could be given by the incubator management if they feel that the project can be completed by then, based upon the deliverables.
- c) The tenant has successfully achieved the business targets and objectives or developed the prototype and has found an investor or Venture Capitalist to either buy it or take it to the production stage.
- d) If the tenant fails to meet the quarterly targets twice in a calendar year.
- e) If the board committee decides that the project is no longer viable.
- f) If the tenant violates the tenancy agreement.

#### **10.5 Post Graduation**

The graduated firm that has reached its maturity may require further support from KASBIT Business Incubation Center in Business management, tax registrations, marketing, and human resources. Hence, a relationship will be established which will help KBIC achieve the following objectives:

- a) To determine the market needs and challenges and improve practices accordingly
- b) To facilitate KASBIT ORIC through academia-corporate linkages in terms of job placement, student workshop, and entrepreneurial awareness programs
- c) To develop an active network of startups and provide mentoring to resident firms
- d) To promote a culture where all stakeholders can benefit

#### **10.6 Revenue Streams**

##### **12.6.1 KBIC Consultancy Charges**

The tenant firm shall pay a fee to KBIC for drafting and or reviewing the start-up pitch documentation, Feedback on the Start-up pitch presentation, organizing the investor summit, and providing an opportunity to the start-up to pitch their ideas to investors,

organize 1-on-1 meetings, follow-up with investors when needed. This fee will only be due once the investment is ensured.

Consultation Charges:

- i. 4% on Investment up to Rs. 500,000
- ii. 3% on Investment Rs. 500,000 – 10,00,000
- iii. 2% on Investment Rs. 10,00,000 and above

### **10.6.2 KBIC Rental Based Model**

KBIC will charge a rental fee from the incubate firms i.e. Rs. 4000 per co-founder. These charges will be utilized to subsidize the overhead costs of the KBIC and ensure smooth operations of the incubation center.

### **10.6.3 KBIC Equity Agreement**

The graduate Company will share an Equity equivalent to 8% with KASBIT Incubation Center. The graduate firm and their Promoters shall agree that KBIC is providing incubation facility and major facilitation which is very critical for growth and sustenance of the Company in the early days, in return KBIC will own 8% shares of the “promoters’ holding” in the company. This shall be the duty of the promoters to maintain KBIC 8% equity of promoters’ shares till KBIC decides to sell or give buy-back option to the Company or promoters.

## **Section 11 Intellectual Property Rights**

### **11.1 Scope**

The Intellectual Property Management system ensures to protect the numerous products of the institute by following patent rights. Institute reserves rights to patent its product, tools, and other objects that include Software, Technology, New Businesses, Innovations, Corporate & official logo, etc. However, patent rights may be shifted or transferred to other entities with the proper agreement between both parties.

### **11.2 Policy Objectives**

- a) To establish a clear and sound framework for the encouragement of research, innovation, creative work, and technological development

- b) To protect the traditional rights of individuals concerning the products of their intellectual endeavors
- c) To set out a framework for protecting the creative efforts of the University and its employees and the economic and other investments made by the University
- d) To protect the interests of the University, including ensuring that the use of the University name and insignias is accurate and appropriate, and ensuring that the University receives appropriate value in the commercial development of its intellectual property.

### **11.3 Definitions**

#### **Intellectual Property**

This includes the rights in any applicable jurisdiction which includes common laws and registered rights to confidential information, application, works, trademarks, trade names, technologies, and any other intellectual property rights.

#### **University**

Khadim Ali Shah Bukhari Institute of Technology including all its teaching sites, located anywhere in Pakistan, under whatever legal form such campuses may exist now or in the future.

#### **University Personnel**

Includes all full-time, part-time, and contractual employees of Khadim Ali Shah Bukhari Institute of Technology, and non-employees who receive university support.

#### **Students**

All full-time and part-time students of the university.

#### **Works**

This means and includes any rights of copyright to original works of authorship to expressions in tangible form, in any material form, for literary, artistic, dramatic, or musical works (including computer programs), performer's performances, sound

recordings, database rights, rights to data and compilations of data, moral rights and related rights to the integrity of works, derivative works, including without limitation, printed material, procedure manuals, computer software or databases including pedagogical software, audio, and visual material, musical or dramatic compositions, choreographic works, pictorial or graphic works and material related to teaching, including but not limited to lectures, course outlines, program proposals and descriptions, case studies, and other learning materials including textbooks.

### **Invention**

Includes any discovery, process, composition of matter, article of manufacture, know-how, design, model, technological development, and any improvements thereof.

### **Inventor/Author**

This means a member of University Personnel or Student who creates, conceives, expresses in tangible form, or reduces to practice, a Work, Invention or Design.

### **Confidential Information**

This means and includes all information, including data, whether oral or written, in whatever form or medium, including financial, commercial, scientific, or technical information disclosed by one party to the other party including, without limitation: (i) trade secrets; (ii) proprietary products or services, related technology, ideas, and algorithms; (iii) either party's technical, business or financial information and plans; (iv) any item marked as confidential by the disclosing party; and (v) Intellectual Property Rights; and (vi) any third party information provided to the disclosing party under an obligation of confidence, that is disclosed or made accessible to the recipient of such information. Confidential Information will not include information that the receiving party can show (a) is or becomes generally known or publicly available through no fault of the receiving party; (b) is known by or in the possession of the receiving party before

its disclosure, as evidenced by business records, and is not subject to restriction; or (c) is lawfully obtained from a third party who has the right to make such disclosure.

### **Spin-off**

This means a company or entity established to exploit Intellectual Property originating from the University.

## **11.4 Applicability**

**Application to Intellectual Property:** This Policy applies to all Intellectual Property developed or created in the course of work or study at the University with University Support. This Policy extends to all University Personnel and Students or non-students (Seeking University Support) and applies to all programs, including all campuses and teaching sites, owned, controlled, managed, affiliated, attached, and/or operated by the University, located throughout the Country subject to local laws.

**Application to Research:** This Policy shall apply to all Researchers who have established a legal relationship with the University based on which the Researcher is bound by this Policy. It is the responsibility of the Researcher to ensure, that before commencing any research activity in collaboration with any third party, the terms and conditions of cooperation be outlined in a written agreement (hereinafter referred to as Research Agreement).

**Due Diligence:** Persons acting for, and on behalf of, the University shall exercise all due diligence when negotiating agreements and signing contracts that may affect the University's Intellectual Property.

## **11.5 Ownership Intellectual Property**

**Ownership which arises from University Support:** The University exclusively and owns all rights, title, and interest in and to Intellectual Property developed as a result of University Support. By accepting employment with or enrolment in the University, University Personnel and Students hereby assign and agree to assign to the University all

of their rights, title, and interest in and to Intellectual Property developed as a result of University Support unless otherwise explicitly agreed. If an employee of the University creates Intellectual Property outside the normal course of his or her duties of employment, with the use of University Support, he or she will be deemed to have agreed to transfer and shall hereby assign and transfer the Intellectual Property to such created Intellectual Property to the University as consideration for the use of University Support unless otherwise explicitly agreed.

**Ownership for sponsored research:** Ownership of Intellectual Property emerging from all sponsored research and partnerships will be negotiated separately taking this Policy and the interests of the University into account. Ownership guidelines for Outsiders and Employees involved in the development of IP through Incidental University Support will be determined on a case by case basis.

**Joint-Ownership:** To promote innovation and entrepreneurial culture University will allow joint ownership of intellectual property in select cases. Jointly owned intellectual property shall be determined by the relative contributions made by each contributor - unless otherwise provided in a written agreement. The ownership interests may be expressed in percentages of ownership or, whatever the parties agree to.

## 11.6 Patents and Designs

All potentially patentable inventions or designs conceived, designed, reduced to practice, or created by University Personnel and Students in the course of their University responsibilities or with University Support shall be disclosed on a timely basis to the University.

All University Personnel and Students are expected and obliged to notify and to disclose to the University any discovery or invention which may be useful, patentable, or otherwise protectable, including potentially useful applications, and software, even if not patentable.

Royalties or other income resulting from the Invention and Design will be shared among the Inventor, the University in accordance to below guidelines as well as other applicable University's policies and any relevant terms of any agreement between the Inventor and the University.

### **Income Sharing Guidelines**

The formula of distribution of Net Income arising from the commercialization of any Intellectual Property will be negotiated on a case-by-case basis as a function of particular circumstances, including the extent of University support for the development of the Intellectual Property.

Negotiations on behalf of the University will be conducted by the head in charge of the Office of Research, Innovation and Commercialization i.e. the Director ORIC.

The following considerations shall guide the determination of the Net Income:

- a) One-third (1/3) of Net Income generated by patentable intellectual property shall go to the Inventor.
- b) One-third (1/3) of Net Income generated by patentable intellectual property shall go to the University, one-third (1/3) of which will be used to support research in the Faculty/Department.
- c) One-third (1/3) of Net Income generated by patentable intellectual property shall be committed to the Commercialization process.

### **11.7 Copyrights**

The University shall own copyrightable works as follows:

- i. Works created according to the terms of a University agreement with a third party.
- ii. Works created as a specific requirement of employment or in the course of employment or as an assigned University duty that may be specified, for example, in a written job description or an employment agreement.



- iii. Works specifically commissioned by the University. The term "commissioned work" refers to a copyrightable work prepared under an agreement between the University and the creator when (i) the creator does not fall under the category of University Personnel or (ii) the creator is a University employee but the work to be performed falls outside the normal scope of the creator's University employment. Contracts covering commissioned works shall specify that the author conveys/transfer by assignment, if necessary, such rights as are required by the University.
- iv. Computer Software, Pedagogical Software is University property, and may not be further distributed without written permission from the Department Head.

### **11.8 Trademarking**

The University owns all rights, title, and interest in any Trademarks (registered or otherwise) that relate to the University or relate to a program of education, service, public relations, research, or training by the University.

### **11.9 Computer Programs**

All Intellectual Property rights to computer programs shall vest with the University if:

- i. It was created or developed by University Personnel or Students with University Support.
- ii. It was made or developed according to a sponsored research agreement in which case unless the agreement explicitly determines ownership, the ownership and the Intellectual Property rights of such computer programs shall vest with the University.

### **11.10 Administration**

The University Office of Research, Innovation, and Commercialization shall be responsible for the management of this Policy under the supervision of the department Head i.e. Director ORIC, including all activities about the evaluation, patenting, and licensing of new inventions and discoveries made at the University.

### **11.11 Signing Authority**



ORIC, through its duly authorized personnel (the Director ORIC), shall have the signing authority on behalf of the University for various agreements such as licenses, material transfer, industrial contracts, and others about the ownership and management of Intellectual Property once all such agreements have been reviewed. University Personnel and Students are not authorized to sign any agreements or documents that obligate the University to assign or license intellectual property rights to another entity.