



teri school of
advanced studies

Darbari Seth Block, India Habitat Centre, New Delhi

**MINUTES OF THE SEVENTH MEETING OF THE BOARD OF MANAGEMENT
HELD ON 09th AUGUST 2004 AT 10:30 HRS AT THE CONFERENCE ROOM**

The seventh meeting of the Board of Management was held on Monday, 09th August 2004 at 10:30 hrs at the Conference Room.

PRESENT:

The following were present:

Dr R K Pachauri	President (Chairman)
Justice Giridhar Malaviya	Nominee of UGC
Mr Sunil Kumar	Nominee of the Govt. of India
Mr P K Agarwal	
Ambassador C Dasgupta	
Dr Vibha Dhawan	Director & Dean, Faculty of Applied Sciences
Mr Rajiv Seth	Registrar (Secretary)

Prof R S Sirohi, and Dr Leena Srivastava were unable to attend the meeting.

Before taking up the agenda, the Chairman welcomed the new members to the Board of Management and placed on record an appreciation for the time and advice of the outgoing members.

Item No. 1 **To confirm the minutes of the sixth meeting of the Board of Management held on 15th May 2003.**

The minutes of the sixth meeting of the Board of Management held on 15th May 2003 were confirmed, as circulated.

Item No. 2 **Matters for information**

(i) Status of Director, TERI School of Advanced Studies

The Board of Management was informed about the procedure for selection of the Director, TERI School and that the responsibilities and duties of the Director were, at present, being handled by the Dean, Faculty of Applied Science. The Committee for recommending names for the post of Director is likely to be formed by the end of August 2004.

(ii) Reappointment/ appointment of members to various committees.

The Board was informed of reappointments and appointments to various committees of the School.

(iii) Status report on M.Sc programmes

The Board was given a status report on the two M.Sc programmes.

The Board was informed that in accordance with the rules and regulations of the School, one M.Sc student was asked to withdraw from the second semester as she was unable to meet the attendance requirements and another student had to leave because he could not make the required minimum CGPA.

The Board was also informed about the admissions for the second batch of M.Sc programmes. It was suggested that in order to attract more students, the entrance test should be held in more cities across the country and if possible, in some overseas locations in the South-East Asia.

(iv) Status report on Ph.D. programmes

Along with the status of admissions to various centres/department, the Board was informed that one student had successfully completed all

requirements for the award of Ph.D. degree and has since proceeded for a post doctoral fellowship at Stanford University. Two students have submitted their theses for evaluation.

(v) New Programmes

The Board was informed that the School intends to commence two new M.A. programmes – M.A. (Regulatory Studies) and M.A. (Public Policy and Sustainable Development), initially for sponsored candidates, from the month of September 2004.

It was suggested that there should be proper and extensive marketing of the programmes, especially at the State level.

(vi) New campus for the School

The Chairman, informed the Board that two acres of land had been acquired at Vasant Kunj and that the drawings for the building were under processing with Delhi Development Authority and other concerned authorities. Construction would commence immediately on receipt of approvals.

A brief presentation on the new campus was made to the Board. It was brought out that the plans were being made in a manner that the new building would be a bold statement of energy efficiency.

(vii) Temporary infrastructure for classrooms

The Board was informed that temporarily, classes were being held in classrooms created in the library block.

Item No. 3 Nominee to committee for Selection of Director

The Board was informed that the UGC has already nominated a representative whilst the nominee from the Ministry of HRD is still awaited. The Board authorised the Chairman to nominate a member, on behalf of the Board, to sit on the Committee.

RESOLUTION No.: BM/01/2004

RESOLVED that the Chairman is authorised to nominate a member on behalf of the Board of Management as required in Para 15 (b) (i) (ad) of the rules and regulations of the School.

Item No. 4 Creation of a Department of Policy Studies

The Board of Management accorded its approval to the creation of a Department of Policy Studies to offer two new courses - M.A. (Regulatory Studies) and M.A. (Public Policy and Sustainable Development).

RESOLUTION No.: BM/02/2004

RESOLVED that a Department of Policy Studies be created to initiate two Masters programmes- M.A. (Regulatory Studies) and M.A. (Public Policy and Sustainable Development) from the Academic Session 2004/05.

Item No. 5 Sanction of faculty positions

The Board accorded approval for the creation of six faculty positions and authorised the Director to decide the areas of specialisation for these posts on the recommendations of the Executive Committee of the Academic Council.

RESOLUTION No.: BM/03/2004

RESOLVED that six faculty positions be created in Department of Policy Studies. It is further resolved that the Director is authorised to decide the areas of specialisation for these posts on the recommendations of the Executive Committee of the Academic Council.

Item No. 6 Revised Development Plan of the School

The Board discussed the revised development plan and accorded its approval, superseding the development plan approved by the Board in its meeting held on 15th September, 2001.

Item No. 7 Names of experts for Selection Committee for faculty

The Board approved the names for inclusion in the existing panel. It was suggested that some experts located outside Delhi should also be included in the panel in future. The revised panel of names is enclosed at Annexure 7.1.

RESOLUTION No.: BM/04/2004

RESOLVED that the panel of experts placed at Annexure 7.1 for constituting selection committees for faculty appointments, is approved.

Item No. 8 Intellectual Property Right (IPR) guidelines for the TERI School of Advanced Studies

The Director, TERI School, briefed the Board on the draft IPR guidelines for the TERI School. The Board recommended the following points:

- 1) Due recognition and acknowledgement must be given to the students if they have contributed to the research.
- 2) For collaborative projects, modalities of sharing of intellectual property could be elaborated.

RESOLUTION No.: BM/05/2004

RESOLVED that IPR guidelines, as amended incorporating the above suggestions and placed at Annexure 8.1 are approved for operation in the School.

Item No. 9 Audited accounts for the financial year 2002-2003

The Board of Management discussed the audited accounts for the financial year 2002-2003 and accorded its approval to the audited accounts, as presented.

RESOLUTION No.: BM/06/2004

RESOLVED that audited accounts for the financial year 2002/03, as recommended by the Finance Committee meeting held on 22 December 2003, are hereby approved.

Item No. 10 Report decisions taken by the President on behalf of the Board of Management

The Board approved and ratified the decisions taken by the President on behalf of the Board for appointment of faculty on the recommendations of the Selection Committees constituted vide Clause 12 of the rules and regulations of the School.

Item No. 11 Any other item with the permission of the Chair

It was suggested that TERI School should have a tie up with financial institutions like banks to provide loans to students, in order to provide assistance to needy students.

The meeting ended with a vote of thanks to the Chair. It was decided to have the next meeting of the Board of Management at the RETREAT, Gual Pahari.

Annexure 7.1

Approved names of experts for Selection Committee for faculty

Forestry

1. Dr J S Rawat
Director, Herbal Research &
Development Institute (HRDI)
Gopeshwar, Dist. Chamoli
Uttaranchal - 246401
2. Prof. G S Paliwal
216, Vaishali, Pitampura
Delhi 34
3. Dr Brij Gopal
Professor
School of Environmental Science
JNU SES,
Jawaharlal Nehru University
New Delhi - 110 067

GIS/RSA

1. Prof. A K Roy
Retired from IIRS
815/13 Indira Nagar
Dehra Dun- 248006
2. Prof. A K Gosain
Dept. of Civil Engineering
IIT Delhi
Hauz Khas
New Delhi

Economics

1. Prof. J P Bhatti
Professor & Project Director
University of Himachal Pradesh
Department of Economics
H.P. University
Shimla 171005, Himachal
2. Prof. Kanchan Chopra
Professor
Institute of Economic Growth
University Enclave
Delhi 110 007
3. Prof. D N Rao
Centre for Economics & Planning
School of Social Sciences
Jawaharlal Nehru University
New Delhi - 110 067
4. Dr B B Bhattacharya,
Director,
Institute of Economic Growth
Delhi
5. Prof Partha Sen,
Deptt. of Economics
Delhi School of Economics,

Environmental Law, Policy and Research

1. Prof. Niraja G. Jayal
Centre for the Study of Law and Governance
Jawaharlal Nehru University
Tel. 26704021 (O), 26140988 (R)
email: ngj@mail.jnu.ac.in
2. Prof. Gurdip Singh Bahri
Faculty of Law
Delhi University
G-19/9, DLF City
Gurgaon, Haryana
Mobile: 31047818

Environmental Modeling

1. Prof. O P Sharma
Centre for Atmospheric Sciences
Indian Institute of Technology
Hauz Khas
New 110 016
Tel.: (EPABX). 1318 (work), 1947 (res.)
(direct res.) 26519793
Email: opsharma@cas.iitd.ernet.in
2. Prof A K Gosain
Department of Civil Engineering
Indian Institute of Technology
Hauz Khas
New Delhi - 110 016
Tel. 26582222/26581696 (EPBX)
Fax: 26582037/26582277

Natural Resource Management

1. Prof. P S Ramakrishnan
UGC Emeritus Professor
The School of Environmental Sciences
Jawaharlal Nehru University
New Delhi - 110 067
Tel: 26704326 (O)
2. Prof. P B S Sarma
Consultant and Former Project Director
Professor Emeritus
Indian Institute of Technology
Hauz Khas
New Delhi - 110 016
Tel. 26582222/26581696 (EPBX)
3. Dr. A K Singh
Project Director
Water Technology Centre
Indian Agricultural Research Institute
Pusa, New Delhi
Phone: 25786790, 25731494
E-Mail: pd_wtc@iari.res.in Project
4. Prof. Brij Gopal
School of Environmental Science
Room No 303
Jawaharlal Nehru University
New Delhi - 110 067
Tel. 26704324 (O)
Email: brijo400@mail.jnu.ac.in
5. Prof K S Sivasami
Centre for Study of Regional Development
School of Social Sciences
Jawaharlal Nehru University
6. Dr R B Singh
Department of Geography
Delhi University

TERI School of Advanced Studies
Guidelines on Intellectual Property Rights

Introduction

One of the objectives of TERI School of Advanced Studies is "to provide for research and for advancement of knowledge". Students, while engaged in the scholarly pursuit of knowledge and applied research may lead to the development of intellectual property that may be protected by IPR (which includes patents, trademarks, copyrights for commercial value). These guidelines lay down the rights and responsibilities of the students of TERI School of Advanced Studies wherever the results of their research, creative pursuit, innovations or endeavours are patentable, copyrightable or commercially marketable. These guidelines, whilst safeguarding the School, attempt to encourage, support and motivate students in the creation of new knowledge and application of existing knowledge.

The Dean of Sponsored Research, Development and Training is responsible for the interpretation and implementation of the provisions contained in these guidelines.

Definitions

1. "TERI School" means TERI School of Advanced Studies.
2. "TERI" means The Energy and Resources Institute.
3. "TERI/TERI School premises" means the premises of TERI at Lodhi Road, at Gual Pahari and any other premises, which might be used by TERI School for its course work or research activities.
4. "intellectual property" means information, ideas, inventions, innovations, designs and any other matter or thing what so ever which may be the subject of legal rights in any way recognized by Indian and/or foreign law.
5. "board" means the Sponsored Research and Development Board of TERI School.
6. "student" means a post graduate student and/or any other person defined as a student in the TERI School rules. Any reference to a student in these guidelines will also apply to a visiting academic, scholar or any other person so far as that person undertakes studies, scholarship, research with or at TERI School and in doing so uses the School's resources or works as part of a TERI School research team.

7. "supervisor" means a faculty member of TERI School of Advanced Studies or any other faculty designated as guide for a student undergoing studies, scholarship or research with or at TERI School.
8. "employee" means any person who is paid a salary by TERI School of Advanced Studies.
9. "copyright" means a copyright as defined by the Copyright Act 1957.
10. "design" means a design as defined by the Designs Act 2000.
11. "invention" means an inventions as defined in the Patent Act 1970, or as amended or replaced from time to time.
12. "trademark" means a trade mark as defined by the Trade Marks Act 1999.
13. "patent" means a patent within the meaning of the Patent Act 1970 (as amended by the Patents (Amendment) Act 2002 and the Patent Rules, 2003), or as amended or replaced from time to time.

General

1. These guidelines apply to all full-time and part-time students.
2. These guidelines cover all intellectual property including anything that is patentable, copyrightable or otherwise commercially viable/exploitable.
3. Copyright of books, journal articles and writing of his/her own, would vest with the student. Wherever appropriate, the student should acknowledge in writing the support of TERI School of Advanced Studies in producing the work.
4. Due recognition and acknowledgement would be given to students who have contributed to research.
5. These guidelines will also apply to intellectual property which may have come into existence prior to the date of these guidelines, provided it was created by a student during the course of his/her research at or with TERI School.

Intellectual Property Right determined by third party agreement

Whenever there is a possibility that an externally funded project will result in intellectual property, the ownership of that property will be determined between the School and the funding organization.

If the funding agency is a government (central/state) or TERI then the standard practice of that agency will determine the ownership rights.

In case of collaborative projects, modalities of sharing of intellectual property would be elaborated in the MoU.

Responsibilities of students

Record Book

Students will be given record books which are non-consumable items and which will have to be handed over to the School on finishing their research activities at the School. The record book will have numbered pages and students would be required to sign the book at the end of each day. The signature of the student would have to be countersigned by his/her supervisor or any other witness at least once every two weeks.

Confidentiality

The students shall not remove from TERI/TERI School premises nor prepare any copies of any documents, files, drawings, articles, correspondence, notes or other papers relating to proprietary technology except to the limited extent which the nature of research of the student may require, and in such cases, the student shall promptly after completion of such work return all such items to TERI/TERI School.

During the course of his research, the student will acquire and have access to proprietary technology which is confidential in nature and of value to TERI/TERI School, such as research and development projects and funding details about microbial consortium, formulae, designs, processes, methods of manufacture etc. It is the student's responsibility to ensure that he/she does not disclose any such proprietary technology at any time even after leaving TERI School, unless such proprietary technology comes within public domain by an act other than that of the student.

Potentially patentable innovations/inventions

As soon as the student recognizes that there is a possibility of patentable products/processes or inventions, and before disclosing it to any party outside TERI School of Advanced Studies, the student must notify his/her supervisor, the Head of his/her Department and the Dean, Sponsored Research, Development and Training.

Property not subjected to patent law

If the student recognizes that there is any possibility of intellectual property rights being created, even if not patentable, the student must immediately discuss the idea with, his/her supervisor, the Head of his/her Department or Dean of Sponsored Research, Development and Training.

Other responsibilities

If funding was provided by an external agency that requires notification when intellectual property develops, the Dean of Sponsored Research, Development and Training would be responsible for notifying the agency. The Principal Investigator of the project will assist the Dean by providing the necessary information and completing the formalities as required by the funding agency.

The Dean of Sponsored Research, Development and Training/PI is responsible for decisions regarding all IPR issues which include patenting, copyrighting, licencing, loaning, selling, or otherwise controlling the marketing or disposition of intellectual property that is owned by the School. If a copyright/patent is pursued, the student concerned is expected to cooperate in filing the necessary paper work.

Distribution of benefits derived from Intellectual Property

The School may enter into an agreement with the originator(s) of intellectual property regarding the division of revenue between the School and the originator(s) where any intellectual property owned by the School is to be assigned, licenced, or otherwise commercially exploited by the School.

Appeals

The sponsored Research and Development Board would be responsible for resolving any disputes including, but not limited to, disagreement regarding:

- (a) Ownership of intellectual property rights
- (b) Transfer of the intellectual property rights
- (c) Marketing of intellectual property

The decisions of the Board may be appealed in writing to the Director who is the final authority in resolving the issues.