

K.K.Wagh Institute of Engineering Education & Research, Nashik

Duties and Responsibilities of Dean (R & D)

i) Authorities

1. To monitor the effective utilization of funds of externally funded projects.
2. To Monitor and administer consultancy work in various departments of the institute.
3. To formulate policy for sponsored research and consultancy projects.
4. To monitor the filing of patents/copy rights on behalf of the institute.
5. To ensure smooth functioning of Innovation Centre.

ii) Responsibilities of Dean (Research and Development)

1. To prepare research policy of the institute.
2. To develop infrastructure essential for R&D.
3. To create research culture in the institute and to promote related activities.
4. To arrange training on Research Methodology for staff and students.
5. To motivate faculty to prepare & submit research proposals to various funding agencies.
6. To motivate faculty to publish the research work in reputed journals and monitor its progress.
7. To motivate faculty for registering IPR and monitor its progress.
8. To keep liaison with Industry and Research Organizations & laboratories for collaboration.
9. To maintain and update records of research and consultancy work done by staff/ students.
10. Recruitment of Project staff/ Research Associates as per guidelines provided by the sponsoring agency.
11. Prepare Research budget and financial audits related to all projects covered under the R&D regulations.
12. Any other relevant work assigned by the Principal and Management of College related to research, development, consultancy and testing activity.
13. Involve in other institutes development activities.
14. Help and guide for the R & D projects in the other institutes under K.K.Wagh.