

Policy on Consultancy Activities

1.0 Introduction

This Policy reflects the vision, mission and objectives of Ramaiah Institute of Management (MSRIM) and provides a structured framework for initiating, executing and monitoring consultancy assignments. Consultancy activities strengthen academic-industry interaction, promote application of management knowledge, and support the development of contemporary practices across business domains. All consultancy work must comply with institutional rules and the broader regulations of Gokula Education Foundation (GEF – Engg & GSc). The policy is to be read in conjunction with other institutional guidelines.

2.0 Key Definitions

- GEF: Parent body under which RIM functions.
- Client: Any organization (Industry/Corporate/ Govt./ NGO/ Agency) receiving consultancy from MSRIM.
- Consulting Cell: The institutional unit responsible for promoting, coordinating and monitoring consultancy activities and ensuring adherence to ethical and quality standards.
- Consultancy Assignment: Any project undertaken by RIM faculty for external or internal stakeholders, including institute-funded initiatives contributing to knowledge, skills or competency enhancement.
- Calendar of Events (CoE): Annual plan outlining consultancy-related activities and timelines.

3.0 Aim and Purpose

The policy aims to encourage the systematic use of faculty expertise to support client organizations, strengthen academic engagement, and contribute to research literature through outcomes derived from consultancy assignments.

4.0 Scope

The policy covers all social science and management-related consultancy undertaken by faculty and students, including business management, administration, socio-economic and behavioral science-based projects, and related ethical guidelines.



5.0 Objectives

- Build and nurture a consulting culture among faculty and students.
- Enable contributions to research and practice through consultancy outputs and publications (with client approval).
- Promote assignments aligned with the vision and mission of MSRIM and GEF.
- Strengthen collaborations with HEIs, consultancy bodies and government organizations.
- Facilitate dissemination of results through journals, books and conference proceedings.
- Use consultancy insights to enhance teaching, learning and community engagement.

6.0 Faculty Engagement

- All consulting work must be initiated through a formal proposal submitted to the Consulting Cell and approved by the Office of CE and CFO.
- Faculty may undertake consultancy individually or jointly, based on subject expertise. Opportunities may arise internally (within GEF) or externally.
- Assignments may be full-time (≥ 8 hours/day) or part-time (≥ 1 hour/day).
- Faculty may be deputed as subject-matter experts for projects governed by MoUs/agreements.
- A designated SPOC/Principal Consultant oversees end-to-end coordination, deliverables, timelines and quality checks as per SLAs/MoUs.
- Assignments may vary from one week to one year; longer assignments (>15 days) should align with semester schedules to allow for teaching adjustments.
- Projects are normally Bengaluru-based, but national/international engagements may be permitted.
- Outputs should lead to quality publications after obtaining client approval.
- All consultancy must uphold institutional ethics and obligations.
- Approvals are mandatory for projects involving financial commitments or substantial faculty time.
- Co-branding and intellectual property generated shall remain with the Institute unless otherwise agreed upon.

7.0 Institutional Support

- Infrastructure & Resources: Office space, library, and e-resources (EBSCO, J-Gate, Capital-Line, etc.) are provided for consultancy work.
- Student Exposure: Consultancy culture is reinforced through ILP, SIP and ERP components in the PGDM curriculum. Faculty may engage with organizations supervising these student projects to explore consultancy opportunities.

8.0 Management of Consultancy Assignments

- Consulting Cell circulates calls for proposals and coordinates team formation.
- Faculty teams prepare proposals, submit them to clients and plan execution upon acceptance.
- Monthly progress reviews are conducted by the Consulting Cell.
- The Cell validates final reports and assists with submission.

9.0 Institute-Funded Projects & Financial Management

Disbursement:

Funds deposited with the Institute are released to faculty teams based on progress and completion, supported by utilization certificates and valid documentation.

Revenue Sharing:

Faculty: 90% (net of taxes/expenses)

Institute: 10% (net of taxes/expenses)

Applicable GST and income tax rules apply.

Student field expenses are deducted from gross revenue.

Multiple Faculty Participation:

Shares are allocated on a prorata basis based on documented contributions.

Expenses:

Travel, boarding, lodging, insurance and related costs are borne by the client, based on project-specific arrangements.



Closure & Risk:

Final reports and accounts must be submitted within one week of project completion.

Failure to complete assignments or achieve outcomes will be reviewed by the Professor and Dean, whose decision is final.

Budget:

All consultancy proposals must include a detailed budget, subject to approval by GEF Management.


10.0 Management of the Consulting Cell

The Head of the Consulting Cell reports to the Professor and Dean and is responsible for:

- Preparing the annual calendar of events.
- Maintaining primary documents (meeting schedules, annual plans, budgets, targets).
- Supporting and monitoring all consultancy assignments.
- Ensuring evaluation of outputs through expert review.
- Maintaining records and submitting copies to the NBA Cell/IQAC.

11. 0 Availability and Revision of Policy

This policy will be made accessible to ensure transparency and will be periodically reviewed to align with institutional goals. The Management reserves the right to amend, alter or revoke the policy as required.

Approved and issued by	Name	: Dr. Arunkumar A V
	Signature	: 
	Date	: 18/03/2025

