



KOTTAKKAL FAROOK ARTS AND SCIENCE COLLEGE

(Affiliated to University of Calicut, Recognized by Govt. of Kerala)

(Recognized Under Section 2(f) of the UGC Act, 1956)

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CONSTITUTION OF IPR CELL

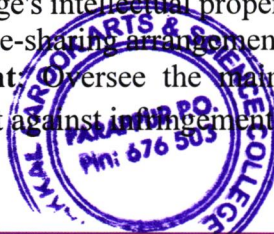
1. Constitution of the IPR CELL

The IPR Cell at KFASC consist of the following members:

1. **Chairperson:** PROF. M.ABDULAZEEZ, PRINCIPAL
2. **Coordinator:** Dr.K. MUSTAFA . DEPARTMENT OF COMMERCE
3. **Members:**
 - **Faculty Representatives:**
 - 1. DR.HABEEB RAHMAN .DEPARMENT OF COMMERCE
 - 2.DR.CHITHRA . DEPARTMENT OF BOTANY
 - 3. DR. KALPANA . DEPARTMENT OF MANAGEMENT STUDIES
 - 4.Mr. SAJEESH.DEPARTMENT OF PHYSICS
 - 5.Mr.SAMPREETH.DEPARTMENT OF POLITICAL SCIENCE
 - 6.Mr. SREENATH. DEPARTMENT OF ENGLISH
 - 7. USMAN KUTTY PARAVAKKAL INDUSTRY EXPERT
 - 8.P SURESH. NOTARY &LEGAL ADVISOR:
 - 9. SHAFEEQUE BBA. Student Representatives:
 - 10.ADIL., NEW LOOK Alumni Representative

2. Functions of the IPR CELL

- **IP Policy Formulation and Implementation:** The Cell is responsible for developing and updating the college's IPR Policy, ensuring it aligns with institutional goals and legal requirements.
- **Awareness and Training Programs:** Organize regular workshops, seminars, and training sessions to educate faculty, students, and staff about IP rights, protection, and commercialization.
- **IP Disclosure and Evaluation:** Evaluate the IP Disclosure Forms submitted by inventors, researchers, and creators within the college and decide on the appropriate IP protection strategy.
- **Facilitation of IP Filing:** Coordinate the preparation, filing, and prosecution of IP applications (patents, copyrights, trademarks, etc.) with the help of legal advisors and IP professionals.
- **IP Commercialization:** Explore opportunities for licensing, commercialization, and technology transfer of the college's intellectual property. The Committee will negotiate agreements and manage revenue-sharing arrangements.
- **Monitoring and Enforcement:** Oversee the maintenance of IP rights, including renewals and legal enforcement against infringements.



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- **Collaboration and Partnerships:** Establish and manage collaborations with external organizations, industry partners, and academic institutions to enhance IP development and commercialization opportunities.
- **Annual IP Review:** Conduct an annual review of the college's IP portfolio, assess the performance and impact of IP activities, and recommend improvements.
- **Recognition and Incentives:** Propose and oversee awards, grants, and incentives to recognize and encourage innovation and IP generation within the college.

3. Responsibilities of the IPR Cell Members

- **Chairperson:**
 - Provide strategic leadership and ensure the alignment of the IPR activities with the college's mission and goals.
 - Approve key decisions related to IP policy, commercialization agreements, and resource allocation.
 - Represent the IPR Cell in college governance meetings and external forums.
- **Coordinator:**
 - Coordinate all activities of the IPR Cell, including meetings, disclosure evaluations, and IP filings.
 - Liaise with faculty, students, and external stakeholders to facilitate IP development and commercialization.
 - Prepare and present annual reports on the IPR Cell's activities to the college administration.
- **Faculty Representatives:**
 - Act as liaisons between the IPR Cell and their respective departments, promoting IP awareness and encouraging IP disclosures.
 - Participate in the evaluation of IP disclosures and contribute to decision-making processes regarding IP protection.
 - Support the organization of IP-related events and training within their departments.
- **Industry Expert:**
 - Provide insights on industry trends, commercialization opportunities, and IP management practices.
 - Assist in identifying potential industry partners for collaboration and licensing agreements.
 - Offer guidance on the practical aspects of bringing IP to market.
- **Legal Advisor:**
 - Offer legal advice on IP rights, agreements, and disputes.
 - Assist in drafting and reviewing IP-related documents, such as licensing agreements and MoUs.
 - Ensure that the college's IP activities comply with relevant laws and regulations.
- **Student Representatives:**
 - Represent the student body in IP-related discussions and bring forward student perspectives on innovation and creativity.
 - Help promote IP awareness among students and encourage participation in IP activities.
 - Support the organization of student-centered IP events, competitions, and workshops.



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- **Alumni Representative:**
 - Provide advice based on their experience in the field of IP, innovation, or entrepreneurship.
 - Assist in building networks and partnerships with external stakeholders.
 - Mentor students and faculty in the development and commercialization of their IP.

4. Meetings and Reporting

- The IPR Cell shall meet at least once every semester to discuss ongoing activities, evaluate new IP disclosures, and plan future initiatives.
- Additional meetings may be convened as needed to address specific issues or opportunities.
- The Coordinator shall prepare and circulate minutes of each meeting to all members and maintain records of decisions and actions taken.
- The Committee shall submit an annual report to the college administration, summarizing the activities, achievements, and challenges faced by the IPR Cell, along with recommendations for the future.




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