

**UNIVERSITY OF DELHI**

**ORDINANCE XX - \_\_**

**DELHI SCHOOL OF SKILL ENHANCEMENT & ENTREPRENEURSHIP  
DEVELOPMENT (DSSEED)**

**Preamble**

The Delhi School of Skill Enhancement & Entrepreneurship Development (DSSEED) at the University of Delhi shall be established under Ordinance XX of the University. The DSSEED shall serve as the key platform to promote and foster research and teaching excellence in the areas of skill enhancement, and entrepreneurship development. The School shall be under the overall administrative and financial supervision of the Governing Council of the Institution of Eminence (IoE) and the Executive Council of the University of Delhi. DSSEED will be an umbrella institution dedicated to studying and imparting training in the area of Skill Enhancement & Entrepreneurship Development in an integrated manner. Government of India has launched several programs pertaining to skill development, entrepreneurship and supporting start-ups. The Make-in India program of the Prime Minister of India focusses on aspects of skill and entrepreneurship with fostering of young talent. Being a premier education institution of the country, it is only apt that Delhi University should take up the initiative to setup a school that caters to this area of nation and capacity building.

Several individual faculty members and departments of the University have skill development activities. The school will enable all these activities to become better accessible, better organised and easily executable. Setting up of such an institution will benefit the students and researchers within and outside University. It will also be extremely useful in furthering the research interests of college teachers who are not able to take ideas forward for lack of necessary infrastructure and the right ecosystem.

The school will also have incubator facility that will facilitate incubation of ideas and start-ups by providing the infrastructure and utilities. In addition, the incubatees will seek benefit from the vast experience and expertise of the University faculty in the form of mentorship and discussions. Industry linkages will enhance the incubator experience with inputs on entrepreneurship from success stories. The IPR, patent filing, and royalty issues will also be dealt at the school which will facilitate these processes for the innovators.

## Objectives

The objectives of the School (DSSEED) are as follows:

- (i) To initiate and develop research/teaching programmes related to the skill enhancement and entrepreneurship development in terms of science, technology and policy.
- (ii) To provide a platform for state-of-the-art research, teaching and outreach programmes on issues related to the skill enhancement and entrepreneurship development as may be identified by the Governing Body and its designated body from time to time.
- (iii) To promote research/hands-on training on skill enhancement and entrepreneurship development relating to identified areas and emerging needs/issues.
- (iv) To set up incubator for students, college teachers and start-ups for converting their ideas into leads followed by further development in the form of processes, products and technologies.
- (v) To provide research infrastructure and mentorship to innovative students, college teachers, researchers and start-ups.
- (vi) To provide consultancy and high-end infrastructure support to industry.
- (vii) To establish networks for dialogue and cooperation among scholars, policymakers, professionals, the regulators and those involved in the process of skill enhancement and entrepreneurship development.
- (viii) To evolve and mobilize new, online technologies for training scholars in various themes and sub-themes under skill enhancement and entrepreneurship development.
- (ix) To organize national and international seminars, workshops and conferences on issues related to the skill enhancement and entrepreneurship development in terms of science, technology and policy.
- (x) To organize documentation of resource materials on issues of skill enhancement and entrepreneurship development.
- (xi) To evolve new pedagogical tools for learning and training on issues related to skill enhancement and entrepreneurship development.
- (xii) To provide platform to students and scholars to share and debate ideas related to skill enhancement and entrepreneurship development.
- (xiii) To publish research papers, books, newsletters and online journal in the broad area of skill enhancement and entrepreneurship development.
- (xiv) To create an environment that promotes and facilitates innovation, IPR, patent filing and technology transfer.
- (xv) To introduce and run academic programmes in the field of skill enhancement and entrepreneurship development.
- (xvi) To collaborate and generate financial resources from public and private sources both at the national and international level;
- (xvii) To coordinate and collaborate with the Cluster Innovation Centre and other existing relevant infrastructural/institutional resources of the University of Delhi;

- (xviii) To undertake such other activities as decided upon by the Governing Body from time to time;
- (xix) To nurture start-ups and small/medium enterprises through incubators; and
- (xx) To provide globally competitive environment for innovation.

## **2. Governing Structure**

The governance of the DSSEED shall be carried out through the following bodies under the overall control and supervision of the Governing Council of the Institution of Eminence (IoE) and the Executive Council of the University. There shall be the following governing structure:

- 2.1. Governing Body
- 2.2. Advisory Council
- 2.3. Area Coordinators

### **2.1.1. Constitution of the Governing Body**

There shall be a Governing Body for the management of the DSSEED, which shall comprise:

- i. Vice Chancellor or his nominee - Chairperson
- ii. Pro-Vice Chancellor
- iii. Director General, IoE (Ex-Officio)
- iv. Treasurer (Ex-Officio)
- v. Registrar (Ex-Officio)
- vi. Two Deans from the Faculty of Science, Interdisciplinary & Applied Sciences, Management Studies, and Financial Studies, by rotation
- vii. Two eminent scholars of international repute from outside the University of Delhi to be nominated by the Vice Chancellor/Governing Council, IoE
- viii. Two Heads/Representatives of the leading institutions in the field of skill enhancement and entrepreneurship development to be nominated by the Governing Council, IoE
- ix. Up to three members from the Government, Corporate Sector and Civil Society to be nominated by the Governing Council, IoE.
- x. Director/Joint Director - Member Secretary

### **2.1.2. The Term**

Except for the ex-officio members, all other members of the Governing Body shall have a term of two years. The Governing Body shall meet at least once in the financial/academic year. The quorum in the meetings of the Governing Body shall be one third of the total membership.

### **2.1.3. Functions of the Governing Body**

Subject to the overall control of the Governing Council of the IoE, the Governing Body shall exercise the following functions:

- i. Recommend the appointment of the Director and Joint Director to the Governing Council;
- ii. Approve the appointments and the related affairs as recommended by the Advisory Council;
- iii. Appoint/invite Area Coordinators, Fellows and Associates on the recommendations of the Advisory Council;
- iv. Approve academic proposals, programmes, outreach activities and research projects;
- v. Consider and approve faculty/staff requirement, create positions and initiate steps for making appointments;
- vi. Consider and approve infrastructural requirements and make arrangements for their acquisition; consider and approve the annual report of the School;
- vii. Consider and recommend the annual budget of the School for the approval of the Governing Council of the IoE;
- viii. Consider and recommend the annual accounts and audit report for approval of the Governing Council of the IoE;
- ix. Make such rules, as it may consider necessary, for regulation and smooth functioning of the School;
- x. Exercise such other powers and functions, as may be assigned by the Governing Council of the IoE from time to time;
- xi. To appoint, suspend or terminate the services of administrative, academic and non-academic staff of the School and to determine the emoluments and conditions of service: provided, however, that the qualifications for appointment, emoluments, and conditions of the service of such persons shall be in accordance with those laid down for similar posts in the University;
- xii. To appoint or terminate the services of the non-academic staff on contract basis on the recommendation of the Advisory Council in order to improve the efficiency of the School;
- xiii. To determine the infrastructure requirements, including building, make arrangements for procurement and consider the recommendations of the Advisory Council.

### **2.2.1. Constitution of the Advisory Council**

There shall be an Advisory Council for planning, designing and managing the academic activities and programmes of the DSSEED. It shall comprise:

- i. Chairperson to be nominated by the Vice Chancellor;
- ii. Three eminent scholars of international repute nominated by the Vice Chancellor
- iii. Three members of the Governing Body nominated by the Vice Chancellor
- iv. Up to three academics of high standing from the leading institutions in the field of skill enhancement and entrepreneurship development to be nominated by the Governing Council of IoE.

- v. Up to five members from the Government, Corporate Sector and Civil Society to be nominated by the Governing Council of IoE.
- vi. Up to three Area-Coordinators from the School;
- vii. One representative of the Institute of Informatics and Communication, or a technical expert nominated by the Governing Body.
- viii. Director/Joint Director, DSSEED (Ex-Officio) - Member Secretary.

### **2.2.2. The Term**

Except for ex-officio members, all other members of the Advisory Council shall have a term of two years. The Advisory Council shall meet at least twice in one academic year. The quorum in such meetings shall be one third of the total membership and virtual participation of Area Coordinators for such purposes shall be permitted.

### **2.2.3. Functions of the Advisory Council**

Subject to the overall control of the Governing Body, the Advisory Council shall exercise the following functions:

- i. Monitor and evaluate the ongoing learning, research activities, academic programmes and outreach activities of the School;
- ii. Plan and examine fresh proposals for new programmes.
- iii. Formulate long term plans for the activities of the School, i.e., research, documentation, data repository, seminars, collaboration with national and international organizations, etc.;
- iv. Constitute Resource Groups led by Theme Leaders to carry out the programmes of the School;
- v. Formulate collaborative programmes in association with groups or national and international institutions working in areas of common interest;
- vi. Affiliate those individuals, groups and organizations involving students, teachers, researchers of this and the other Universities, policymakers and private practitioners who are engaged in the activities that are of interest to the School; such individuals, groups and organizations will be eligible for financial and other assistance from the School, subject to the approval of the Governing Body on a case to case basis;
- vii. Perform such other functions, as may be assigned by the Governing Body from time to time.

## **3. Office Bearers**

### **3.1. The Director**

- i. There shall be a Director with distinguished credentials in the field of skill enhancement and entrepreneurship development, who shall be the Head of the School appointed by the Governing Council of the IoE/Chairman on the recommendation of the Governing Body. The Governing Body shall define the qualifications and procedure for appointment of the

Director. The term of appointment of Director shall be 5 years. The Director shall be eligible for appointment for another term.

- ii. However, in order to meet the pressing needs of the School, the Vice Chancellor may appoint a Director for a duration as mentioned in the appointment letter and report the same to the Governing Council of the IoE. Till such time a Director is appointed, the Vice Chancellor may appoint an Honorary Director and report the same to the Governing Council.
- iii. The Director shall function under the overall control of the Governing Body. S/he will be responsible for the management and administration of the School in accordance with the Act, the Statutes, the Ordinances, the rules and regulations of the University.
- iv. The Director/Joint Director shall act as:
  - Member Secretary of the Governing Body;
  - Member Secretary of the Advisory Council
- v. The Director shall be authorized to maintain and operate an Imprest Account for meeting day to day expenditure of the School.
- vi. In the absence of the Director, the Joint Director shall perform all such functions and responsibilities which are vested with the Director under the Ordinance.

### **3.2. Joint Director**

- i. There shall be a Joint Director with distinguished credentials in the field of skill enhancement and entrepreneurship development appointed by the Governing Council of the IoE on the recommendation of the Governing Body. However, in order to meet the pressing needs of the School, the Vice Chancellor may appoint a Joint Director and report the same to the Governing Council of the IoE.
- ii. In case the Joint Director holds a substantive position as a Professor of the University or equivalent position in the University/College of the University, s/he shall hold the position of Joint Director in addition to her/his regular duties at his/her parent Department/Institution/College.
- iii. The term of the Joint Director shall be up to three years which may be renewed.

### **3.3. Officer on Special Duty (OSD)**

- iv. The Vice Chancellor may appoint an OSD to assist the Director/Joint Director in the discharge of their functions and such other functions entrusted to her/him by the Governing Body, Advisory Council and/or the Vice Chancellor.
- v. In the absence of the Director/Joint Director, OSD shall discharge the functions vested with them.

### **4. Webmaster**

- a) There shall be a Webmaster to develop, manage and administer the online platform of the School.

- b) A Webmaster shall be appointed by the Governing Body in accordance with the rules and regulations of the University.
- c) The Governing Body shall have discretion to outsource the functions of the Webmaster to an individual/agency on contract basis.
- d) The salary and other monetary compensation for the Webmaster's position shall be decided by the Governing Body within the existing rules and regulations of the University.

## **5. Faculty members/Fellows/Post-doctoral Fellows, and Research Associates**

The School shall have Faculty members appointed as per the relevant rules of the University. The School shall also have Visiting Faculty/Fellows/Post-doctoral Fellows, and Research Associates, the number of which will be determined by the Governing Body from time to time.

### **i. Visiting Fellows/Faculty:**

- a) Scholars who have made notable contributions in the field skill enhancement and entrepreneurship development and the allied fields or those who have experience with skill enhancement and entrepreneurship development may, with the recommendations of Advisory Council and approval of the Vice Chancellor be invited as Visiting Fellows/Faculty.
- b) Visiting Fellows/Faculty may be invited for a period up to one year and not less than two weeks to deliver a course or lectures or take seminars or participate in such other activities that help in advancing the research and teaching work of the University. In exceptional circumstances, the duration may be extended to a maximum period of three years, with the approval of the Governing Body and the Vice Chancellor. They shall, however, not be members of any statutory committee of the School or of the University.
- c) The Vice Chancellor will determine, with the approval of Governing Council, IoE other terms and conditions as may be required, including the emolument of the appointments.

### **ii. Distinguished Fellows:**

The Vice Chancellor on the recommendation of the Governing Body may designate eminent experts in the field of skill enhancement and entrepreneurship development associated with the School as Distinguished Fellows.

### **iii. Affiliated Fellows:**

Teachers and researchers of the University of Delhi's Departments/Colleges/Centres/other institutions or organisations including government departments may be considered for Fellowship for specific periods by the Governing Body on the recommendations of the Advisory Council for enabling them to work on specific research projects for a specific

period. They may continue working in their respective parent departments/colleges/institutions and at the same time locate their research projects in the School and participate in its programmes.

**iv. Fellows on Secondment/Transfer/Deputation:**

- a) On the recommendations of the Governing Body, Fellows already in the employment of the Departments/Centres, Colleges or other institutions of the University of Delhi may be placed in the School on secondment/transfer or deputation for a specific period with full pay protection. They shall also be entitled for all allowances and benefits as applicable including continuity of service prior to their placement in the School.
- b) In the event of a Fellow being selected from outside the University, such appointment shall be for a specific period on terms and conditions as decided by the Governing Body of the School.

**v. Associates:**

Teachers/Research Scholars working in University Departments/Colleges/Centres will be considered for affiliation as Associates of the School for a specific project for a specific period by the Governing Body.

**6. Finances**

- i. All expenditures of the School such as on the web management and conduct of research/teaching/outreach, seminars, research projects, publications, administration and other support activities shall be made as per the budget and allocations approved by the Governing Council.
- ii. All financial operations shall be conducted according to the rules and regulations of the University of Delhi.