

# SIGMA UNIVERSITY

## Office of Registrar

Ref.: SU/Reg/Circular/2023-24

April 29, 2025

Circular No. 51/2024-25

Subject: Constitution of Research and Development (R&D) Cell

As per the requirements of UGC/AICTE/SU regarding formation of Institution's Innovation Council at the University. The following Research and Development Cell is constituted at the University.

The composition of the committee is as follows:

Name of the Person	Designation	E-mail/Mobile Nos.
Dr. Priyesh P. Gandhi Provost (Vice Chancellor)	Chairperson	<a href="mailto:provost@sigmauniversity.ac.in">provost@sigmauniversity.ac.in</a> Mob: 9825440134
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Dean, Faculty of Social Works and Dean(I/C), Faculty of Humanities & Social Sciences		
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Mr. Srinath Achar Dean, Faculty of Hospitality & Tourism	Member	<a href="mailto:dean.ht@sigmauniversity.ac.in">dean.ht@sigmauniversity.ac.in</a> Mob: 9974085207
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Dr. Priyanka Patil Dean, Faculty of Pharmacy	Member	<a href="mailto:dean.ph@sigmauniversity.ac.in">dean.ph@sigmauniversity.ac.in</a> Mob: 9023450337
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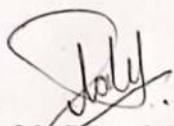
#### Key Responsibilities of R&D Cell

1. Research Facilitation - Support faculty and students in research proposal writing and funding applications.
2. Innovation & Technology Transfer - Assist in patent filing, prototyping, and commercialization.
3. Industry Collaboration - Establish MoUs, joint projects, and industrial consultancy services.
4. Publication & Recognition - Encourage publications in high-impact journals and promote faculty research awards.
5. Funding & Grants - Liaison with UGC, AICTE, DST, DBT, ICSSR, MSME, DRDO, and private funding agencies.
6. Ethics & Compliance - Ensure ethical research practices and plagiarism checks.
7. Capacity Building - Conduct research workshops, FDPs, and training programs.



### Meetings & Reporting

- Bi-Annual Review Meetings - To assess research progress and funding updates.
- Annual Report Submission - To the Provost and Governing Body detailing research outcomes.
- Industry-Government Liaison - Engagement with AICTE, DST, ICMR, DRDO, and other research bodies.
- Dean, FDSR shall be responsible to foster a vibrant research culture among academicians, research scholars and students to enhance their awareness of various research grants, funding opportunities, and project proposal processes, thereby encouraging active participation in scholarly and innovative pursuits.
- The Member Secretary shall be responsible for convening meetings on a quarterly basis and for preparing the Minutes of the Meeting in accordance with the prescribed university format and submit a copy of report in Registrar's Office.



Mr. Priyank Patel  
Registrar



To,

All Dean & Directors/Heads of Different Portfolios & All Members of R & D Cell

#### CC (For information)

1. Hon. President
4. Hon. Provost
7. Hon. COE

2. Hon. Vice President
5. Hon. Pro-Vice Chancellor
8. Circular File

3. Hon. Managing Director
6. Hon. CF & AO