

"I APPROVE"

Rector of Nakhchivan State
University:



E.S.Isayev

"7" January 2024

Nakhchivan State University

STATUTES

of Technology Transfer and Innovation Department

1. General provisions

1.1. Department of Technology Transfer and Innovation (Department) of Nakhchivan State University is a structural department of Nakhchivan State University (University) and directly reports to the Rector of the University.

1.2. The Department is established and abolished by the decision of the University Academic Board.

1.3. The Department is guided by the Constitution of the Republic of Azerbaijan, the Law of the Republic of Azerbaijan "On Education" and other laws, Constitution of the Republic of Azerbaijan, the Law of the Republic of Azerbaijan "On Education" and other laws, decrees and orders of the President of the Republic of Azerbaijan, decisions and orders of the Council of Ministers, the University Statutes, other legal acts, Rector's Orders, University Science Board Decisions and this Statute.

1.4. The Department interacts with other structural units of the University and related organizations while performing its duties and exercising its rights.

2. Fields of activity of the department

2.0. The Department operates in the following areas:

2.0.1. To adapt the needs of regional enterprises and organizations and the existing basic and strategic studies of the University to business needs, in the interests of the University;

2.0.2. to ensure the transformation of knowledge into technology, the commercialization of the results obtained from scientific research and their use in the production process;

2.0.3. in order to promote the development of technologies and innovations, to work towards the legal protection of organizational services, the protection of copyrights and the patenting of ideas and inventions;

2.0.4. providing consultancy, scientific-technical and educational services in the field of innovation;

2.0.5. conduct research in education, social development, regional and infrastructure, information policy, forecasting, innovation and other fields;

2.0.6. to ensure the application of scientific research results to the production and teaching process (lessons, workshops, seminars, laboratory courses, course projects, course and final theses, master's theses);

2.0.7. to direct scientific research to improve the organization and management of innovative education, to establish the teaching process with modern methods, to develop and implement new teaching technologies and pedagogical innovations in other directions;

2.0.8. to manage patents, copyrights and trademarks at the university and to ensure coordination with authorized institutions operating in this field in line with the applications received by the department;

2.0.9. promoting start-up culture and supporting start-up projects in teaching and research;

2.0.10. to promote university-wide research projects and scholarship programs through the effective transfer of technology to industry;

2.0.11. to support the formation of commercial organizations (spin-offs and start-ups) based on research results in order to ensure the sustainability of the commercialization of scientific results and to create new employment opportunities;

2.0.12. to serve to increase the scientific reputation and international indicators by carrying the university's innovations and inventions to the international platform;

2.0.13. to operate in other areas determined by legislation.

3. Duties performed by the Department

3.0. The Department performs the following duties in accordance with the activity instructions determined by this Regulation:

3.0.1. to develop innovation activities, to establish successful university – industry - business organizations collaborations and to ensure the transfer of results obtained from scientific research carried out by university employees;

3.0.2. creating a database of innovative technologies;

3.0.3. providing advice on assessing the commercial potential of innovative technologies;

3.0.4. to direct scientific research requests on innovation activities and technology transfer to scientific research institutions and centers;

3.0.5. to make recommendations regarding the legal protection of commercially significant results of intellectual creative activity;

3.0.6. make an assessment of the invention's commercialization potential and patentability;

3.0.7. identifying potential partners, preparing and conducting negotiations;

3.0.8. protecting and developing intellectual property rights created in the university's research centers and institutes and establishing cooperative relations between research centers and companies for this purpose;

3.0.9. creating business skills based on technology developed at the university, increasing competitiveness, determining development strategies and managing the know-how activities of the university;

3.0.10. to promote the university and establish mutual cooperation with foreign partners carrying out joint activities in the field of innovation and technology transfer;

3.0.11. to organize commercial and scientific research and cooperation between higher education institutions and public organizations;

3.0.12. coordinating innovation management processes such as protecting and transferring innovative solutions in businesses;

3.0.13. to promote the creative results arising from the research process at the initiative of the university and to use them for commercial purposes;

3.0.14. to formulate demands and suggestions that will implement the strengthening of the value chain strategy and the evaluation of projects as a result of the research conducted at the university;

3.0.15. attending innovation-related exhibitions;

3.0.16. organizing relevant seminars, conferences, training and presentations;

3.0.17. development of the innovation potential of the University based on the synthesis of types of human, social and intellectual capital of educators as a result of the development of human resources in the field of multifaceted education and its modernization as a strategic goal;

3.0.18. expanding the material and technical base of the University and coordinating summer schools, campuses and other education centers in order to achieve the strategic goal;

3.0.19. to increase the university's competitive advantage in the field of higher education services in the region through the science-education-innovation information triangle;

3.0.20. expanding the university's activities on technological transfer, organizing innovation exchanges, promoting innovation activities;

3.0.21. to prepare the department's work plan and reports on its activities periodically;

3.0.22. to perform other duties required by the legislation.

4. Rights

4.0. to carry out its duties, the department has the following rights:

4.0.1. to request the submission of necessary documents and information from relevant structural units, experts and citizens applying for the operation of the unit;

4.0.2. representing the university before public institutions, legal and real persons and other organizations within its scope of responsibility;

4.0.3. to make recommendations to the management on the issue of mandatory instructions to other structural departments and specialists of the University in relation to the activity of the Department and within its authority;

4.0.5. to ensure the participation of experts from the relevant field with the approval of the management regarding the activities of the department and request the submission of necessary documents from other structural departments;

4.0.7. participate in the preparation of draft documents (letters, references, investigations, legal regulations, etc.) prepared by the structural units of the university;

4.0.8. to exercise other rights provided by law.

5. Organization of the activities of the Department

5.1. the structure of the department and the number of staff are approved by the University rector;

5.2. the department head is appointed by the order of the University rector;

5.3. Department head;

5.3.1. organizes and manages the activities of the Department;

5.3.2. distributes work among employees, coordinates their activities, and monitors compliance with work and performance discipline;

5.3.3. inspects the timely and high-quality implementation of the measures foreseen in the work plan in order to ensure the fulfillment of the tasks assigned to the department;

5.3.4. determines the topics to be discussed in the University Science Board on a departmental basis and submits its suggestions to the University management;

5.3.5. makes a proposal to the University management to take incentive and disciplinary measures for department employees;

5.3.6. it receives the necessary information and documents from other structures of the University within its authority in order to fulfill the duties of the Department,;

5.3.7. organizes the evaluation of incoming letters, applications, complaints and suggestions in accordance with the legislation;

5.3.8. represents the Department.

True to the Original



F.S. Isayev

January 2024

Nakhchivan State University

True to the Original

STATUTES

of Technology Transfer and Innovation Department

1. General provisions

1.1. Department of Technology Transfer and Innovation (Department) of Nakhchivan State University is a structural department of Nakhchivan State University (University) and directly reports to the Rector of the University.

1.2. The Department is established and abolished by the decision of the University Academic Board.

1.3. The Department is guided by the Constitution of the Republic of Azerbaijan, the Law of the Republic of Azerbaijan "On Education" and other laws, Constitution of the Republic of Azerbaijan, the Law of the Republic of Azerbaijan "On Education" and other laws, decrees and orders of the President of the Republic of Azerbaijan, decisions and orders of the Council of Ministers, the University Statutes, other legal acts, Rector's Orders, University Science Board Decisions and this Statute.

1.4. The Department interacts with other structural units of the University and related organizations while performing its duties and exercising its rights.

2. Fields of activity of the department

2.0. The Department operates in the following areas:

2.0.1. To adapt the needs of regional enterprises and organizations and the existing basic and strategic studies of the University to business needs, in the interests of the University

2.0.2. to ensure the transformation of knowledge into technology, the commercialization of the results obtained from scientific research and their use in the production process;