SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY, Vishnupuri NANDED - 431 606 (MS)

उत्कृष्ट प्राचार्य पुरस्कार नियमावली :

गुणवत्ता सुधार योजने अंतर्गत प्रस्तुत विद्यापीठाच्यावतीने प्रदान करण्यात येणाऱ्या उत्कृष्ट प्राचार्य (शहरी व ग्रामीण विभाग) पुरस्कारांची नियमावली खालील प्रमाणे आहे.

स्वरूप :

१. **उत्कृष्ट प्राचार्य पुरस्कार** : शहरी विभाग व ग्रामीण विभाग प्रत्येकी एक पुरस्कार, सन्मानपत्र, विद्यापीठ स्मृतीचिन्ह व रोख बक्षीस रक्कम रु. २५,०००/—.
सदर पुरस्कारांचे वितरण हे विद्यापीठ वर्धापन दिनानिमित्त आयोजित कार्यक्रमात करण्यात येईल.

नियमावली :

उत्कृष्ट प्राचार्य पुरस्कार (शहरी व ग्रामीण विभाग) सर्वसामान्य नियम :

१. संलग्नित महाविद्यालयातील विद्यापीठ मान्यता प्राप्त दोन प्राचार्यांची उत्कृष्ट प्राचार्य म्हणून निवड करण्यात येईल शहरी विभागाकरीता एक व ग्रामीण विभागाकरीता एक असे स्वतंत्र पुरस्कार दिले जातील. (टीप : शहरी विभाग (Urban) म्हणजे जिल्ह्याचे ठिकाण आणि ग्रामीण विभाग (Rural) म्हणजे उर्वरित सर्व ठिकाण).

२. किमान १५ वर्ष पूर्ण वेळ शिक्षक म्हणून सलग कार्यरत (पुर्ण वेळ मान्यता प्राप्त) व **त्यापैकी किमान ३ वर्ष प्राचार्य म्हणून कार्यरत** असलेल्या प्राचार्यांना अर्ज करता येईल.

३. संपूर्ण सेवा कालावधीत विद्यापीठामार्फत एका प्राचार्याचा प्राचार्य प्रवर्गातून एकदाच गुणगौरव केला जाईल.

४. त्या महाविद्यालयास नॅक, एनबीए, शैक्षणिक अंकेक्षण इत्यादी मूल्यांकनाचे प्रमाणपत्र मुदतीत असलेले पाहिजे.

५. प्राचार्याचा सामाजिक, राष्ट्रीय व इतर विधायक कार्यक्रमात कृतियुक्त सहभाग तसेच विद्यापीठाच्या धोरणात्मक निर्णय प्रक्रियेत विविध प्राधिकरणांच्या माध्यमातून सहभाग विचारात घेतला जाईल.

६. सेवाकाळात वैयक्तिक किंवा सार्वजनिक कामासाठी फौजदारी किंवा अन्य स्वरूपाच्या गुन्ह्यात तसेच परीक्षेच्या संदर्भात कोणतीही शिक्षा झालेली नसावी.

७. सदर पुरस्कारासाठी माजी कुलगुरू, विद्यमान व्यवस्थापन परिषद सदस्य/अधिसभा सदस्य/विद्यापरिषद सदस्य, विद्यापीठ संलग्नित इतर महाविद्यालयांचे प्राचार्य व समाजातील लाभधारक (Stakeholders from the Society) शिफारस करू शकतील. शिफारस करताना आवश्यक ती कागदपत्रे जोडणे आवश्यक आहे. तसेच ज्या प्राचार्याचे नामनिर्देशन केलेले आहे त्यांना विहित प्रक्रियेतूनच जाणे अनिवार्य असेल

८. विद्यापीठाकडून प्रदान करण्यात आलेला पुरस्कार हा अपवादात्मक परिस्थीतीत परत घेण्याचा सर्वस्वी अधिकार हा विद्यापीठास राहील.

Selection Process:

- The applications received in prescribed format with necessary documents through proper channel and duly signed will only be scrutinized by the scrutiny/selection committee.

- The scrutiny committee will invite shortlisted applicants for the presentation before the Selection Committee on the date announced by the University.

- The Selection Committee will then recommend name of selected Principal to the authority for conferment of the Award by the University.

- The names of the Awardees will be declared after completion of this process.

- The award will be bestowed on the occasion of University Foundation Day (17th September) ceremony of this University.

Note:

- The selection committee has right to select/reject/invite applications of candidates.

- The decision of the University is final in all the matters of selection process and no correspondence will be entertained from the applicants.

- The award for a particular year may be withheld if no candidate of requisite merit is found suitable.

- Applications which are incomplete or not through proper channel will not be entertained.

- **Candidate will be called for presentation before Selection Committee only if acquired min. 50 of 75 marks.**

- **In case applications are not received, Hon'ble Vice-Chancellor shall make the nomination/recommend the name for this award.**

Marking Schemes:

- Academic and research contributions of an individual teacher starting from his joining as regular/permanent full time post to be considered
- 75 percentage weightage is given to the application with attached documentary evidences and 25 percentage weightage is given to the interview out of total point score of 100.

Affiliated College Principal (Urban/Rural) Marking Scheme:

Sr. No.	Particulars	Maximum Marks
1.	Academic Growth and Development of the College (Introduced new subject or division 2 marks, Introduced new faculty 3 marks. Maximum 3 marks)	3
2.	Started Research Centre (1 mark for 1 subject, 2 or more subjects 3 marks)	3
3.	Provided modern technology to the students, the teaching and non-teaching staff (1 mark for each facility. Maximum marks 3)	3
4.	Introduced Skill Development Courses like NPTEL, SWAYAM, MOOCs etc. (1 mark for each Course. Maximum 3 marks)	3
5.	Set Up Facilities for the Students (1 mark for each facility. Maximum 3 marks)	3

6.	Set Up New technology for Office Automation	3
7.	Delegation of authority and discipline in the office (1 mark for each office staff. Maximum 3 marks)	3
8.	Signed MoUs with industry and academic institutes (1 mark for each MoU. Maximum 3 marks)	3
9.	Implemented welfare schemes for students, teaching and non-teaching staff (1 mark for each scheme. Maximum 3 marks)	3
10.	Undertook the Academic, Administrative and Financial Audit of the College (1 mark for Financial Audit, 2 marks for AAA . Maximum 3 marks)	3
11.	Started Self-financing/ Un-aided courses (1 mark for each Course. Maximum 3 marks)	3
12.	Received Funds to the college for Projects from Government, Non-government and other funding agencies (1 mark for funds up to 10 Lakhs, 2 marks for funds above 10 Lakhs and below 1 Crore, 3 marks for funds above 1 Crore. Maximum 3 marks)	3
13.	Completed Minor/Major Research Projects as Principal Investigator (P.I.) (1 mark for each Minor Project, 2 mark for each Major Project. Maximum 3 marks)	3
14.	Authored textbooks/ reference books (self) (1 mark for each Book. Maximum 3 marks)	3
15.	Research Supervision (1 mark per Ph.D. Thesis awarded as a supervisor, 0.50 mark per Ph. D. Thesis awarded as a co-supervisor. Maximum 3 marks)	3
16.	Set up non-conventional sources of energy like Solar and Wind Mill) (1 mark for Solar Systems up to 5Kw. 2 marks for Solar Systems above 5 Kw and 10Kw. 3 Marks for Solar Systems above 10 Kw.)	3
17.	Organization of Campus Interview for Placement of Students (Organization of Campus Interview 1 mark, 25 to 50 students placed 2 marks, Above 50 students placed 3 marks. Maximum 3 marks)	3
18.	Adopted Safety and Security measures like CCTV on college campus (1 Mark for CCTV Cameras up to 5. 2 marks for CCTV Cameras above 5 and below 10. 3 marks for CCTV Cameras above 10. Maximum 3 marks)	3
19.	Provided technical facilities in laboratories, the library and office (1 mark for each facility. Maximum marks 3)	3
20.	Established facilities for Differently Abled Persons (1 mark for each facility. Maximum marks 3)	3
21.	Contributed as a member or chairman of the government, non-government and university level committee (1 mark for each Committee. Maximum marks 3)	3
22.	Participation in Corporate Social Responsibility Activities (1 mark for each activity. Maximum marks 3)	3
23.	Efforts for student quality Enhancement (other than classroom teaching) (1 mark for each activity. Maximum marks 3)	3
24.	Received Government, semi-government and University Awards (1 mark for each award. Maximum marks 3)	3
25.	Active role in extra-curricular activities in reforms on campus or in society (1 mark for each activity. Maximum marks 3)	3
	Total Marks	75

PROFORMA
APPLICATION FOR BEST PRINCIPAL AWARD

(Urban/Rural)

Applying for Best Principal Award under the category	Affiliated Colleges	
	Urban	Rural

Section - A

I. Personal Information:

Name of the Applicant (First, Middle & Surname)- English	
(First, Middle & Surname)- Devanagari	
Designation	
Name of the College	
Date of Birth	
Address for communication	
Email id	
Mobile Number	

II. Assessment of Eligibility:

Sr. No.	Description		
01	Total Approved Teaching Experience (in years, months and days)		
02	Total Approved Teaching Experience (in years, months and days) in the jurisdiction of this university		
03	Total Approved Experience as Full-time Principal (in years, months and days)		
04	Is NAAC / NBA Accreditation of your college valid on the date of application?	**Yes/No**	
05	Are you already a recipient of this award	**Yes/No**	
06	Was any case filed against you in the Police/Courts of Law?	**Yes/No**	
07	Has any case been launched against you regarding examination malpractices?	**Yes/No**	

III. Educational Qualification:

Examination / Degree	Board/ University	Subjects/ Specialization	Year of Passing	Division	Marks in %
Secondary (SSC)					
Higher Secondary (HSC)					
Graduation					
Post Graduation					
Ph.D.					
Any other					

IV. Experience:

(a) Experience in the field of Higher Education in teaching and research in a College / University / well – established institution of repute at the undergraduate and post – graduate level:

Sr. No.	Name and address of the College/ University Department	Designation	From	To	Total (in years and months)

(b) Details of Administrative Experience as a Principal/Director in the field of Higher Education:

Sr. No.	Post	Period From…….. to………… (dates and Duration)	Name of the College/Institute

V. Details of the Best Principal Award received from any other Govt. agency only. (Attach certificate):

Section – B:

Details required for awarding the marks to evaluate the candidature of the applicant:

Sr. No.	Particulars	Attached documents Page No.
1.	Academic Growth and Development of the College a. Introduced new faculty b. Introduced new subject or division (Provide documentary evidence, such as sanction letters from the university/Government, etc.)	
2.	Started Research Centre during your tenure as a Principal (Provide University Letter)	
3.	Provided modern technology to the students, the teaching and non-teaching staff, like Smart Class-rooms, Lecture Capture System (Studio), Reprography, Generators etc. (Attach Institutional Balance Sheet highlighting the non-recurring expenditure on such facilities)	
4.	Introduced Skill Development Courses like NPTEL, SWAYAM, MOOCs etc. (Provide NPTEL/ SWAYAM Certificate of Establishment of Local Chapter or Govt. Sanction Letter of Skill Development Courses)	
5.	Set Up Facilities for the Students (Provide Details of the Facilities Set up for Students like a Girls' or boys' Common Room, RO Water Plant, Sanitary/ Vending Machines, Photocopy Facility, Book Bank, etc.) (Attach Institutional Balance Sheet highlighting the non-recurring expenditure on such facilities)	
6.	Set Up New technology for Office Automation (Attach Institutional Balance Sheet highlighting ICT Assets Created/ Software Purchased)	
7.	Delegation of authority and discipline in the office (Provide the received copies of the job chart for the various functionaries in the office, such as the Registrar, OS, Head Clerk, Accountant, etc.)	
8.	Signed MoUs with industry and academic institutes (Provides photocopies of the MoUs)	
9.	Implemented welfare schemes for students, teaching and non-teaching staff (Provide institutional Audit Report highlighting the expenditure on such schemes)	
10.	Undertook the Academic and Administrative Audit (AAA) and financial audit of the college	
11.	Started Self-financing/ Un-aided courses (Provide documentary evidence, such as sanction letters from the university/Government, etc.)	

12.	Received Funds to the college for Projects from Government, Non-government and other funding agencies (Provide documentary evidence, such as sanction letters from the funding agencies)	
13.	Completed Minor/Major Research Projects as Principal Investigator (P.I.) (Provided Settlement Letter from the funding agencies or Utilization Certificates by the Statutory Auditor)	
14.	Authored textbooks/ reference books (self) (Provide Cover/Title Page and screen shot from Raja Rammohun Roy National Agency for ISBN https://isbn.gov.in/Home/SearchIsbnNew)	
15.	Research Supervision (Provide documentary evidence with list of Ph.D. students as a Guide and Co-Guide)	
16.	Set up non-conventional sources of energy like Solar and Wind Mill) (Provide Tax Invoice and Certificate of Installation / MSEDC Certificate)	
17.	Organization of Campus Interview for Placement of Students (Provide Recruiter's letters regarding Organization of Campus Interviews and Selection letters of the Students)	
18.	Adopted Safety and Security measures like CCTV on college campus. (Provide Tax Invoice and Certificate of Installation)	
19.	Provided technical facilities in laboratories, the library and office, like sophisticated Advanced Equipment, Web OPAC, Office Automation etc. (Provide Tax Invoice and Certificate of Installation)	
20.	Established facilities for Differently Abled Persons, like ramps, friendly toilets, wheel chairs, Brail Books, audio books/ screen readers etc. (Provide Geo-Tag Photos)	
21.	Contributed as a member or chairman of the government, non-government and university level committees. (Provide letters of Committee Membership)	
22.	Participation in Corporate Social Responsibility Activities (Provide Certificates/Geo-Tag Photos)	
23.	Efforts to enhance student quality (other than classroom teaching) include SET/NET Coaching, entry into service, remedial coaching, etc. (Provide Certificates/Geo-Tag Photos)	
24.	Received Government, Semi-Government and University Awards. (Provide Certificates/Geo-Tag Photos)	
25.	Active role in extra-curricular activities in reforms on campus or in society (Provide Certificates/Geo-Tag Photos)	

Section – C:

Furnish brief self-evaluation reports concerning the mission and goals set by the applicant's actual achievements, difficulties experienced, future plans, and specific contributions served to develop the institution in not more than 250 words.

(Signature of the Chairman/ Secretary   Signature & Seal
of the College Managing Committee)   Principal

Note: Please enclose additional essential information, if any, as per the guidelines.

UNDERTAKING

I ……………………………………………….do hereby declare solemnly that I was not punished by any legal authority for any misconduct or criminal act. The information furnished in the enclosed format is true to the best of my knowledge. If any information is found false, I am fully aware of the consequential cancellation of my candidature at any stage, by the University. I am fully aware that the Award is bound by good and moral conduct now and in future.

Further, I undertake to take care of my parents as a responsible ward.

Signature of Principal
Name:
College:

Date :
Place: