



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

उत्कृष्ट शिक्षक (महाविद्यालयीन) पुरस्कार नियमावली :

गुणवत्ता सुधार योजनेतर्गत प्रस्तुत विद्यापीठाच्यावतीने प्रदान करण्यात येणाऱ्या उत्कृष्ट शिक्षक (महाविद्यालयीन शहरी व ग्रामीण विभाग) पुरस्कारांची नियमावली खालील प्रमाणे आहे.

स्वरूप :

१. उत्कृष्ट शिक्षक पुरस्कार : विद्यापीठ संलग्नित महाविद्यालय शहरी विभाग व ग्रामीण विभाग प्रत्येकी एक पुरस्कार, सन्मानपत्र, विद्यापीठ स्मृतीचिन्ह व रोख बक्षीस रक्कम रु. १५,०००/-.

(Eligibility/Information, Marking scheme, Application)

Eligibility/Information:

१. महाविद्यालयीन शिक्षकांसाठी एक पुरस्कार शहरी विभागाकरीता व एक पुरस्कार ग्रामीण विभागाकरीता असे स्वतंत्र पुरस्कार दिले जातील (टीप : शहरीभाग (Urban) म्हणजे जिल्ह्याचे ठिकाण आणि ग्रामीणभाग (Rural) म्हणजे उर्वरित सर्व ठिकाण)
२. गुणवत्ता सुधार योजनेतर्गत प्राध्यापक/सहयोगी प्राध्यापक/सहाय्यक प्राध्यापक यामधून शहरी व ग्रामीण विभागासाठी प्रत्येकी एका शिक्षकाचा प्रतिवर्षी गुणगौरव केला जाईल.
३. किमान १५ वर्ष पूर्ण वेळ विद्यापीठ मान्यता प्राप्त शिक्षक म्हणून सलग कार्यरत शिक्षकांचा विचार करण्यात येईल (यापैकी किमान १० वर्ष सलग सेवा या विद्यापीठ परिक्षेत्रातील असणे अनिवार्य).
४. संपूर्ण सेवा कालावधीत विद्यापीठामार्फत एका शिक्षकाचा शिक्षक प्रवर्गात एकदाच गुणगौरव केला जाईल.
५. संबंधित शिक्षकाने केलेले अध्ययन, अध्यापन, संशोधन, विस्तार कार्य, संशोधन प्रकल्प, पुस्तक निर्मिती व पेटेंट या बाबी विचारात घेतल्या जातील.
६. अभ्यासेत्तर (Extra-Curricular), अभ्यासपूरक (Co-Curricular) आणि प्रशासकीय कार्यक्रमातील (Administrative) सहभाग विचारात घेतला जाईल.
७. शिक्षकांचा सामाजिक, राष्ट्रीय व इतर विधायक कार्यक्रमात कृतियुक्त सहभाग तसेच विद्यापीठाच्या धोरणात्मक निर्णय प्रक्रियेत विविध प्राधिकरणांच्या माध्यमातून सहभाग विचारात घेतला जाईल.
८. अध्यापन/प्रात्यक्षिक कार्यासाठी स्वतः विकसित केलेली पद्धत.
९. सेवाकाळात शिक्षकास वैयक्तिक किंवा सार्वजनिक कामासाठी फौजदारी किंवा अन्य स्वरूपाच्या गुन्ह्यात तसेच परीक्षेच्या संदर्भात कोणतीही शिक्षा झालेली नसावी.
१०. सदर पुरस्कारासाठी विद्यमान व्यवस्थापन परिषद सदस्य/ अधिसभा सदस्य/ विद्या परिषद सदस्य, विद्यापीठ संलग्नित महाविद्यालयाचे प्राचार्य/संकुलाचे संचालक व समाजातील लाभधारक (Stakeholders from the Society) शिफारस करू शकतील. शिफारस करताना आवश्यक ती कागदपत्रे जोडणे आवश्यक आहे. तसेच ज्या शिक्षकांचे नामनिर्देशन केलेले आहे त्यांना विहित प्रक्रियेतूनच जाणे अनिवार्य असेल.
११. विद्यापीठाकडून प्रदान करण्यात आलेला पुरस्कार हा अपवादात्मक परिस्थितीत परत घेण्याचा सर्वस्वी अधिकार हा विद्यापीठास राहिल.

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 teacher 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 (Urban/Rural):

Part	Details	Maximum marks
A	Teaching, Learning and Evaluation related Activities	35
B	Research related Activities	25
C	Co-curricular, Extension and Professional Development related Activities	15
	Total marks	75

Part A: Teaching, Learning and Evaluation related Activities:**Max. Marks- 35**

Sr. No.	Details of the activities	Maximum marks
1	E-content Development (provide documentary evidence of making E-contents available on College website/ University website) (0.5 mark for E-content development of one unit, maximum 5 marks)	05
2	Organizing value added/ skill-based courses for students (minimum of 30 hours duration) (Attach certificate from the Principal of the college for each activity as a documentary evidence) (1 mark for organizing / conduct of one value added/ skill-based courses, maximum up to 4 marks)	04
3	Attending UGC approved / funded Faculty Development Programmes/Short Term Courses etc (0.25 mark for the attending one such programme. Maximum up to 03 marks)	03
4	Organizing Faculty Development Programmes/Short Term Courses for faculty (0.5 mark for organizing one Faculty Development Programmes. Maximum up to 3 marks)	03
5	Innovative techniques adopted in teaching, learning and evaluation process (Provide details of the innovative techniques developed certified by the Principal of the college) (1 Mark for each innovative technique)	02
6	Industrial visit with students/ field visit with students (provide documentary evidence, certified by the Principal of the college)(1 Mark for each visit)	02
7	Conducting Classes/Practicals/Tutorials is More than 80 % of the assigned (as per UGC norms) ---- 01 mark or More than 100 % of the assigned (as per UGC norms) ---- 02 marks (Certificate by the Principal of the college)	02
8	College/ University end semester/annual examination work as per duties performed	12
a	Invigilation (0.5 mark for invigilation duty performed each semester examination, maximum up to 03 marks) (attach official document issued by the College)	03
b	Evaluation of answer scripts (0.5 mark for duty performed each semester examination, maximum up to 3 marks) (attach official document issued by the college/university assessment/CAP Centre)	03
C	Question paper setting (0.5 mark for paper setting work done each semester examination, maximum up to 03 marks) (attach official document issued by the college/university /cluster head)	03
d	Examination work such as JCS/ ACS/ CS/ coordination/ flying squad duties performed (0.5 mark for each office order with certificate of attending such duties, maximum up to 03 marks) (attach official document issued by the College/University /Cluster head)	03

9	Successfully completed SWAYAM/MOOC/NPTEL courses (attach a certificate of passing) (1 Mark for each course)	02
	Total	35

Part B: Research related Activities:

Max. Marks-25

Sr. No.	Details of the activities	Maximum marks
01.	Funded Research Projects as Principal Investigator (PI) (Funded by any funding agency like DST, AICTE, UGC, University, RGSTC etc)	
a.	<u>Completed Research Project- For Principal Investigator</u> 1 mark per project worth Rs. \leq Rs 3 lakhs 2 marks per project worth Rs. 3 to \leq Rs 5 lakhs 3 marks per project worth $>$ Rs. 5 lakhs	03
b.	<u>Ongoing Research Project- For Principal Investigator</u> 0.5 mark per project worth Rs. \leq Rs 3 lakhs 1 mark per project worth Rs. 3 to \leq Rs 5 lakhs 2 marks per project worth $>$ Rs. 5 lakhs	02
2.	Research Supervision	05
	1 mark per Ph.D. Thesis awarded as a supervisor 0.25 mark per Ph. D. Thesis awarded as a co-supervisor 0.25 mark per M. Phil. dissertation supervisor	
3.	Research publications in UGC CARE Listed /peer-reviewed / referred National/International research journals	04
	0.5 mark per paper published in international journals	
	0.25 mark per paper published in national journals	
4.	Book(s)/Chapter(s) in Books	02
	Book chapter – in an edited book having ISBN (0.25 mark for one chapter)	
	Book publications (with ISBN) as a sole author (1 mark for one book published)	
5.	Paper Presentation(s) & Best Paper Awards for Paper Presentation 1 mark per International award 0.5 mark per National award 0.25 mark per paper presentation in National / International Conference	02
6.	Consultancy (provide relevant documentary evidence) 1 mark for consultancy worth \leq Rs 1 lakhs 1.5 marks for consultancy worth Rs 1 to \leq 3 lakhs 2 marks for consultancy worth $>$ Rs 3	02

7.	Patents awarded/published 1 mark for National/ International Patent published / awarded	01
8.	Seminar/Conference/Workshop/Symposia organized as a convener or organizing Secretary/Coordinator 0.5 mark per each International level event 0.25 mark per each National level event	01
9.	Expert Talks as Resource Person in UGC HRDCs & National / International Seminars/ Conferences/ Symposiums (0.25 mark per expert talk)	03
	Total	25

Part C: Co-curricular, Extension and Professional Development related Activities:

Max. Marks -15

Sr. No.	Details of the activities	Maximum marks
01	Membership of academic professional bodies (0.25 marks for each such membership)	01
02	Awards for extension activities (Only awarded by Government organization/University etc.) (0.5 mark for each such award)	01
03	Experience of working on the Statutory Authorities of a university [Board of Studies, Academic Council, Management Council, Senate] (0.5 mark for working on one Statutory Authorities)	02
04	Experience of working on committee constituted by the Government/ University/Apex bodies like UGC/AICTE/PCI etc. (0.25 mark for each such committee)	02
05	Involvement in Innovative/Community Service/ Student development through UBA, NSS, NCC Programmes etc. (in detail) certified by the Principal of college (0.25 mark for each such activity)	01
06	Duty performed in the general state/central election processes in India like elections to the Lok Sabha, Rajya Sabha, State Legislative Assemblies in India (0.5 marks for once such official order with required letter/certificate for successfully completing the assigned task)	01
07	Active participation/ involvement in the Disaster management (letter of appreciation/participation from Government authority/ Collector of the district towards the same is mandatory) (0.5 mark for one such activity)	01
08	Participation in Environmental Conservation & Protection (certificate from Principal of College / Government/ Collector of the district etc towards the same is mandatory) (0.5 mark for one such activity)	01

09	Participation in organizing sports / cultural / research event at Inter Collegiate Level, Inter University Level, National Level, International Level (certificate from Principal of the College/ Government/competent authority towards the same is mandatory) (0.25 mark for one such activity)	01
10	Activities for Raising Awareness and Educating the Public on issues like health, education, using social media, safety and security, gender, environment etc (Certificate from the Principal of College/ Government/competent authority towards the same is mandatory) (0.5 mark for one such activity)	02
11	Institutional governance responsibilities (Member of CDC, Vice Principal, Dean, Associate Dean, Director, Warden, IQAC Coordinator/Member) (0.25 mark for one such responsibility) (attach office order, certificate towards successfully completing assigned responsibility)	01
12	Participation in College level committees for Student Welfare, Career Counseling and Discipline etc. (0.25 mark for one such responsibility) (attach office order, certificate towards successfully completing assigned responsibility)	01
	Total	15

PROFORMA
APPLICATION FOR BEST TEACHER AWARD
Affiliated College (Urban/Rural)

Applying for Best Teacher 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, month and days)		
02	Total Approved Teaching Experience (in years, month and days) in the jurisdiction of this university		
03	Are you already recipient of this award	Yes/No	
04	Whether any case filed against you in Police/Courts of Law?	Yes/No	
05	Whether any case 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 in the field of Higher Education:

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

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

Section – B:

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

Part A: Teaching, Learning and Evaluation related Activities:

1. E-content Development (provide documentary evidence as per four quadrant recommended by the UGC for making these E-contents available on College website/ University website)

Sr. No.	Programme	Subject	Class	Semester	Paper	Unit	Unit Name	Contents covered

2. Organizing value added/ skill-based courses for students (minimum of 30 hours course) (Attach certificate from the Principal of the college for each activity as a documentary evidence)

Sr. No.	Title of the value added/ skill-based course	Duration of the course	Start date of the course	End date of the course	Total number of students benefited from this course

3. Participation in UGC Approved / Funded Faculty Development Programmes/Short Term Courses etc. (Attach certificate issued by the concerned authority for each course as a documentary evidence)

Sr. No.	Name of the Course attended	Name of Organising Institute	Date (From - to)	Duration

4. Organising Faculty Development Programmes/ Short Term Courses for faculty (Attach certificate issued by the Principal of College as a Coordinator for each course as a documentary evidence)

Sr. No.	Name of the Course	Date (From - to)	Duration	Academic Year	Number of faculty benefited

5. Innovative techniques adopted in teaching, learning and evaluation process (Provide details of the innovative techniques developed) (document certified by the Principal of the College)

Sr. No.	For teaching/ learning/ evaluation	Give in brief how this technique is different than existing technique for similar task	What are the outcomes of the techniques developed

6. Industrial / Field Visit with students (provide documentary evidence and photograph certified by the Principal of the College and certificate from industry/ field authority)

Sr. No.	Name and address of the industry/ field visited	Number of students accompanied	Outcome of the industry/field work

7. Conducting Classes/Practical's/Tutorials

a) More than 80 % but less than 100% of the assigned (as per UGC norms) ---- 01 marks or b) More than 100% of the assigned (as per UGC norms) ---- 02 marks (certificate by the Principal of the college certifying the claim)	Certificate attached (Yes/No) If yes the accordingly marks can be given
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8. College/ University, end semester/annual examination work as per duties performed

a. Invigilation (Attach official document issued by the college)

Sr. No.	Name of examination (winter/summer and year)	Details of official letter/ order/document like letter No. date

b. Evaluation of answer scripts (attach official document issued by the College/University assessment/CAP Centre)

Sr. No.	Name of examination (winter/summer and year)	Details of official letter/ order/document like letter No. date

c. Question paper setting(attach official document issued by the college/university assessment/CAP Centre)

Sr. No.	Name of examination (winter/summer and year)	Details of official letter/ order/document like letter No. date

d. Examination work such as JCS/ACS/CS/coordination/ flying squad duties performed (Attach official document issued by the college/university /cluster head)

Sr. No.	Name of examination (winter/summer and year)	Details of official letter/ order/document like letter No. date

9. Successfully completed SWAYAM/MOOC/NPTEL Courses (Attach certificate of Completion)

Sr. No.	Title of course	Year of Completion	Marks obtained

Part B: Research Related Activities:**1. (a) Funded Research Projects as Principal Investigator (Completed)**

(Funded by any funding agency like DST, AICTE, UGC, University, RGSTC etc)

Sr. No.	Title of the Project	Project Value (Rs. In lakh)	Granting agency	Duration of the Project

(b) Funded Research Projects (Ongoing)

Sr. No.	Title of the Project	Project Value (Rs. In lakh)	Granting agency	Duration of the Project

2. Research Supervision:**(a) Guidance to Ph.D. students as a Guide:**

Sr. No.	Name of Student	Title of thesis	Subject	Date of Ph.D. Awarded

(b) Guidance to Ph.D. students as a Co-Guide:

Sr. No.	Name of Student	Title of thesis	Subject	Date of Ph.D. Awarded

3. (a) Research publications in UGC CARE Listed / peer-reviewed / referred International research journals as First/corresponding author.

Sr. No.	Title of Article/Paper	Name of the Journal	ISSN	Publisher	Year of Publication

- (b) Research publications in UGC CARE Listed / peer-reviewed / referred national research journals as First/corresponding author.

Sr. No.	Title of Article/Paper	Name of the Journal	ISSN	Publisher	Year of Publication

4. (a) Details of published Chapters in a Book with ISBN as a sole author.

Sr. No.	Title of the Book	Title of Chapter	ISBN	Publisher	Year of Publication

- (b) Details of published Book with ISBN as a sole author.

Sr.No.	Title of the Book	ISBN	Publisher	Year of Publication

5. Paper Presentation(s) & Best Paper Awards for Paper Presentation:

- (a) Best Paper Presentation Awards at National / International Seminars / Conferences

Sr. No.	Title of the paper presented	Name of the conference	National / International	Nature of award

- (b) Paper Presentation at National / International Seminars / Conferences

Sr. No.	Title of the paper presented	Name of the conference	National / International

6. Consultancy (provide relevant documentary evidence):

Sr. No.	Name of firm/ agency providing consultancy	Nature of the work undertaken	Total amount of project	Receipt of amount towards giving consultancy

7. Patents awarded/published

Sr. No.	Title of the patents awarded / Published	National / International	Date and year of Award / Publication	Commercialised (yes/No)

8. Seminar/Conference/Workshop/Symposia organized as a convener or organizing Secretary.

Name of Programme	Title of the Event	International/ National/State / University.	Duration	Number of Participants	Role (Convener/ Organizing Secretary/ Coordinator)
Seminar					
Conference					
Symposia					
Workshops					

9. Expert Talks as Resource Person in UGC HRDCs & National / International Seminars/ Conferences/ Symposiums

Sr. No.	Name of the Event	Topic of Expert Talk	Institute/Place where talk is delivered	Date of Expert Talk

Part C: Co-curricular, Extension, Professional Development related Activities:**1. Membership of academic professional bodies (attach certificate)**

Sr. No.	Names of the academic professional bodies	Type of membership (Yearly/ Life membership)

2. Awards for Extension Activities

Sr. No.	Name of the activity	Name of awarding authority	Nature of the award

3. Experience of working on the Statutory Authorities of the University such as Board of Studies, Academic Council, Management Council and Senate. (Please attach a letter issued by the University in this regard).

Sr. No.	Name of Statutory Authorities of the University	Name of the University	Date of issue of letter by the University	Duration	Remark if any

4. Experience of working on committees constituted by the Government/ University/Apex bodies like UGC/AICTE/PCI/NETE/BCI etc

Sr. No.	Name of the committee	Committee constituted by	Details of letter issued by the concerned authority

5. Involvement in Innovative/Community Service/ Student development through UBA, NPTEL, NSS, NCC Programmes etc.

Sr. No.	Title of the activity	Purpose	Date/duration	No. of Students benefitted

6. Duty performed in the general state/central election processes in India like elections to the Lok Sabha, Rajya Sabha, State Legislative Assemblies in India:

Sr. No.	Nature of duty	Type of election	Date/duration	Details of the office order issued by the concerned authority.

7. Active participation/ involvement in the Disaster management (letter of appreciation/ participation from Government authority/ Collector of the district towards the same is mandatory)

Sr. No.	Nature of the activity	Date/duration	Details of the office acknowledgement/ office order/letter of appreciation issued by the concerned authority.

8. Participation in Environmental Conservation & Protection (certificate from the Principal of the College / Government/ Collector of the district etc towards the same is mandatory)

Sr. No.	Nature of the activity	Date/duration	Details of the letter of appreciation issued by the concerned authority

9. Participation in organizing Sports / Cultural / Research event at Inter Collegiate Level, Inter University Level, National Level, International Level

Sr. No.	Nature of the activity	Date/duration	Number of Students benefitted	Details of the office order/letter of appreciation

10. Activities for Raising Awareness and Educating the Public on issues like health, education, using social media, safety and security, gender, environment etc

Sr. No.	Nature of the activity	Date/duration	Location where the activity was organized

11. Institutional governance responsibilities

(Member of CDC, Vice Principal, Dean, Associate Dean, Director, Warden, IQAC coordinator/Member)

Sr. No.	Name of the responsibilities	Duration	Details of official letter/order

12. Participation in College level committees for Student Welfare, Career Counseling and Discipline etc.

Sr. No.	Name(s) of the Committees	Duration	Details of official letter/order

A. Give Justification in Support of your Candidature for this award (not more than 250 words):

B.

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 the Teacher

Name:

College:

Place:

Date:

C.

Experience Certificate

This is to certify that Dr..... is working since (date) as a in the department of of this college. His/Her current designation is He/She is having total approved teaching experience of (years, month and days) and approved Teaching Experience of(in years, month and days) in the jurisdiction of this university.

(Seal & Signature of Principal of the College)

- D. A certificate from the College to the effect that no case filed against the applicant in Police/Courts of Law and no any case launched against you regarding Examination malpractices:**

// Certificate //

This is to certify that Dr. is working as a(Designation) in the department of of (Name of the College) since Herewith, it is certified that no case is filed against him in Police/Courts of Law and no any case launched against him regarding Examination malpractices

(Seal & Signature of Principal of College)

E. Forwarding of application by the Principal of the College:

I am forwarding the application of Dr. for consideration of his/her candidature for Best Teacher Award (Urban/Rural).

He/She bears good and moral character.

(Seal & Signature of Principal of the College)