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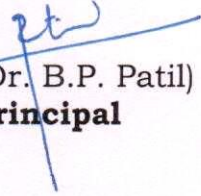
23 Jan 2020

OFFICE OF PRINCIPAL

STANDARD OPERATING PROCEDURE (SOP)

REVISED SOP FOR "BEST TEACHER AWARD"

1. SOP for "Best Teacher Award" is revised.
2. Copy of the same is attached for reference.
3. This policy will be effective for the calculations from AY 2018 – 19.
4. This SOP will be reviewed as and when required.


(Dr. B.P. Patil)
Principal

Copy To -

Director }
Jt Dir } for information please.

HOD Mech }
HOD Comp }
HOD E&TC } for information and needful action please.
HOD IT }
HOD ASGE }

HOD IT - Publish on AIT Web site

Office Supdt - for Office Record

Army Institute of Technology, Pune-411015

Committee Report for – Review of SOP for Best Teacher Award

Introduction

1. The purpose of Best Teacher Award is to celebrate the contribution of some of the finest teachers in the Institute and to honor those teachers, who through their commitment have not only improved the quality of education but also enriched the lives of the students.

2. Committee, as under, was constituted vide AIT/0018/conv/Adm dt 31st Dec 2019 for review of SOP for the Teacher award.

a) Dr. Sangeeta Jadhav, HOD IT - Presiding Officer

b) Dr. NK Bansode, Computer Dept - Member

c) Prof. SM Gaikwad, Mech Dept – Member

3. The recommendations of the committee are based on the feedback received from the principal and HODs (through department representatives) about the lacunas of existing SOP.

Recommendations

1. This SOP has been revised by considering following key points/criteria.

a) This SOP is applicable to all teachers of UG and PG of AIT

b) The performance score calculations are based on the combined scores of

i) **ANNUAL CONFIDENTIAL REPORT** (UGC Format) score submitted by faculty every year (Ref Annex-I)

ii) Student feedback

The calculation for parameters will be calculated based on following formulae

Sr. No.	Name of Faculty	Av Feedback	Weighted Feedback	Feed back	API Score			Final API
		(a)	(b)=(a)*10	FB * 0.10 (c)	Cat I * .25 (d)	Cat II * .15 (e)	Cat III * .50 (f)	[c+d+e+f]

Sample calculations are attached in Annex-II

2. Priority for selection amongst the Top Scorer will be given to the candidate satisfying the following criterion for the Best Teacher Award


a) Priority 1- Patent published/awarded in the year of selection


b) Priority 2- Publication of paper in peer reviewed journals listed under SCI (Web of Science) /UGC-CARE in the year of selection.

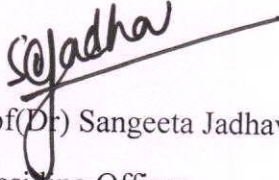
c) Priority 3- Copyright published in the year of selection

3. In case of tie, the Award will be shared

4. Faculty members with **No disciplinary** action will be considered for the **Best Teacher Award**


Prof(Dr) NK Bansode
(Member)


Prof SM Gaikwad
(Member)


Prof(Dr) Sangeeta Jadhav
Presiding Officer