

Read: 1. Approval given by Hon'ble Vice Chancellor on case file of this directorate dated 06/11/2023

CIRCULAR

It is to inform to all the faculty members of all the colleges of AAU that the "Best Teacher Award in Agricultural Higher Education" is to be given for the Academic year 2022-23 as per the new guidelines (Annexure-A) adopted by AAU and as approved by Hon'ble Vice Chancellor of AAU. The applications are invited from eligible candidates for the Award through proper channel in prescribed proforma (Annexure-B) with necessary authentic documents. The eligibility criteria are given below (details as per Annexure-A).

Experience	At least 5 years of teaching/research/extension experience in AAU as a regular faculty member.
Requirements	<ul style="list-style-type: none">• The candidate must have at least three "very good" overall rating in annual appraisal/self-appraisal reports out of immediate past five reports. (The Deans of all the Colleges of AAU are informed to ensure this requirement from Registrar office, before submitting the nomination and attach the concerned document with the application)• The candidate is expected to be a role model teacher with high moral values & must not have been penalized or any enquiry pending against him/her. (Deans are also informed to send a certificate along with nomination/application that the candidate has not been penalized or no any departmental enquiry is pending against him/her)
Other details	<ul style="list-style-type: none">• Academic year will be considered from August to July of respective year.• Information is to be provided for last five academic years.• The candidate once selected for the award will not be eligible for the award for the next five years.• Student Feedback (Item No. 9 of Annexure B) as required for the applicant faculty may be taken through suitable on-line (like Google Form etc.) or off-line mode.

Note: The application from the faculty must reach to the concerned Dean **on or before 01/12/2023**. Only one nominated name from each Dean with application must reach to the undersigned **on or before 11/12/2023**. The procedure for selection of the awardee and final approval will be as per the new guidelines adopted by AAU and as approved by Hon'ble Vice Chancellor of AAU (Annexure -A).

Encl: 1) Award Guidelines (Annexure -A) & 2) Application Proforma (Annexure-B)

No. AAU/DR/RES/T-5/ 9200 /2023
Date: 07.11.2023


Director of Research & Dean, PGS & Coordinator, Best Teacher Award in AHE

Copy to:

1. PS to Hon'ble Vice Chancellor, AAU, Anand
2. The Registrar, AAU, Anand for information.
3. All Unit/Sub Unit Officer, AAU, Anand for information and necessary action.
4. Dean, Faculty of Agriculture/Horticulture/ FPT&BE/ABM/AIT/Agri. Engg. & Technology, AAU, Anand/ Godhra and Principal, CoA, Vaso/Jabugam for information and necessary action, as per the Award Guidelines (Annexure-A)
5. Director, Information Technology, AAU, Anand to place the circular on AAU website.

Annexure-A

ANAND AGRICULTURAL UNIVERSITY BEST TEACHER AWARD IN AGRICULTURAL HIGHER EDUCATION

To provide incentive and encouragement for good teaching and to recognize outstanding teachers at the university level, one Best Teacher Award will be given every year for an excellent teaching performance amongst all faculties of AAU.

Name of the Award: Best Teacher Award in Agricultural Higher Education

The award will be presented to one faculty member among all the faculties of Anand Agricultural University. The award is primarily meant for individual teacher independently teaching a course or part of an integrated course.

Nature of Award

The Best Teacher Award shall be annual. The Award will carry a cash prizes of ₹.25,000/- with a certificate and will be instituted by Anand Agricultural University.

Administration of the Award

The award in each Higher Agricultural Education Institute (HAEI) will be coordinated by Dean (P.G. Studies). The applications will be invited by the Coordinator, which will be submitted through HoD/Principal to the Principal/Dean. The Dean of the Faculty after having nomination from different departments as per **Annexure-B**, will forward only one name to the Coordinator. The Coordinator will receive the nominations from all the Deans which will be checked and verified by the Screening committee to be nominated by the Vice Chancellor. The judging committee will consider the name of applicant having overall cut-off of 65 marks. All nominations from each faculty after the scrutiny by the screening committee will be submitted to the Judgment Committee for the final judgment/decision.

Academic year

Academic year will be considered from August to July or as defined of respective year.

Eligibility of the Award

The applicant must have at least 5 years of teaching/research/extension experience in AAU as a regular faculty member barring Principal/Dean. The applications/proposals will be invited by the Coordinator every year. The application/proposals in prescribed format will be enrooted through proper channel. **The work done during the past 5 years only will be considered for the award.** The candidate once selected for the award (in past as per the prevailing norms) will not be eligible for the award for the next five years.

The candidate must have at least three 'Very Good' overall rating in annual appraisal/self-appraisal reports out of immediate past five reports. The candidate is expected to be a role model teacher with high moral values and must not have been penalized or any enquiry pending against him/her.

The judgment committee will be as follows

1.	Vice Chancellor	Chairman
2.	An External expert (not below the rank of Existing/retired Vice Chancellor)	One
3.	Deans/Directors (Existing/retired) from other agricultural Universities/Institutes nominated by the Vice Chancellor	One
4.	Existing Dean of AAU (to be nominated by the Vice Chancellor)	One
5.	Coordinator (Dean, P.G. Studies)	Member Secretary

Decision of the judgment committee will be final. No appeal against the decision will be entertained.

Presentation of Awards

The Best Teacher Award in Agricultural Higher Education shall include certificate with a cheque of ₹. 25,000/- as Cash Prize. It will be awarded during the immediate subsequent Annual Convocation of the University.

Annexure-B

PROFORMA

(Application/proposal for Best Teacher Award in Agricultural Higher Education)

1. **Name and address:**
2. **Designation:**
3. **E-mail ID:**
Telephone Number/Mobile Number:
4. **Academic Qualifications:**

Degree	Subject	University	Year	Division/ Grade

5. **Teaching/Research/Extension Experience (for last Five Years)**

Position	University	Period	Years/Months

6. **Academic Achievements**

- (a) **Teaching:** **(Max. Marks: 65)**

Achievements under teaching should be listed under the following sub-head:

Sr. No.	Particular (Provide annexure for each sub-head)	Max. Marks allotted
1	Details of Teaching (year-wise for both UG and PG)	30
	<ul style="list-style-type: none">• Courses taught<ul style="list-style-type: none">▪ 0.5 mark for each credit/Division (For Theory)0.5 mark for each credit/Batch (For Practical) (Max.: 25 Marks)• Designing of course curriculum - new courses added or revised<ul style="list-style-type: none">▪ 1.0 mark for each course (Max.: 5 Marks)	
2	Details of Postgraduate research guided (No. of Students / Title of thesis/year-wise)	10
	<ul style="list-style-type: none">• Completed Master / Doctoral thesis as Major Guide (Max.: 6.0 marks)<ul style="list-style-type: none">▪ 1.0 mark for each student at master level and 2.0 marks for each student at doctoral level▪ Advisory Committee member (Max.: 4.0 marks)▪ In Advisory Committee, per member : 0.2 mark	
3	Students who obtained P.G. degree under your guidance as major guide and got placement in public/private/Govt. sector (Reputed or Registered company) OR Cleared SRF / JRF / GATE / NET <ul style="list-style-type: none">▪ 1.0 mark for each student	05

4	No. of thesis selected for award / recognition etc. if any (As Major Guide) ▪ 0.5 marks for each state/University level organization ▪ 1.0 marks for each national level organization	05	
5	No. of publications from P.G. thesis under your guidance	05	
	▪ 2.0 mark for each Research Publication in journal having NAAS Rating 6 and above or equivalent Impact Factor ▪ 1.0 mark for each Research Publication in journal having NAAS Rating 4 and above or equivalent Impact Factor ▪ 0.5 mark for each Research Publication in journal having NAAS Rating below 4 or equivalent Impact Factor		
6	Details of Laboratory Manuals and other activity ▪ 1.0 mark for preparation of each manuals (Max.: 3 marks) ▪ 0.5 mark for other activities like Keynote Speaker, Lead lecture guest lecture, invited talks etc. in seminar, symposia, conference/Training programme etc. (Max.: 2 marks)	05	
7	Co-curricular activities	05	
	Particulars	Place where you have worked	Duration & Period
	Rector / Assistant Rector		
	Chairman / Member, SRC		
	NCC / NSS Officer		
	Administration like Academic In-charge, Farm Manager, DDO/Officer-in-Charge of ICAR or other Research Schemes, Technical Officer, Nodal Officer, Assistant Registrar, Head of Office/Sub Unit Head, Placement Officer etc.		
	Other (specify)		
	▪ 1 mark for each year of extra activity - Maximum 5 marks		

(b) Research Achievements

(Max. Marks: 10)

Sr. No.	Particular
1	Research projects completed / ongoing (Marks: 05)
	<ul style="list-style-type: none"> • Working as PI of Research projects <ul style="list-style-type: none"> ▪ 0.5 mark for each projects (For other agency projects) • Salient research accomplishments / Farmers recommendations / other recommendations from AGRESCO/AICRP etc. as PI or Co-PI/member of the team. <ul style="list-style-type: none"> ▪ 1 marks for PI and 0.5 marks for Co-PI/member • Special international / national research assignments completed which is not covered elsewhere in the application <ul style="list-style-type: none"> ▪ 1.0 mark for each assignment
2	Publications - Attach the list of publications excluding publications from student's thesis work (Marks: 05)
	<ul style="list-style-type: none"> • For full length paper published in peer reviewed Scientific Journals : <ul style="list-style-type: none"> (a) Paper published in journal having NAAS rating 6 or above = 2.0 mark each (b) Paper published in journal having NAAS rating 4 or above = 1.0 mark each (c) Paper published in journal having NAAS rating less than 4 = 0.5 mark each • Paper presented in Conference/seminar/symposia etc. with participation certificate : <ul style="list-style-type: none"> (a) International level = 1 mark each

	<p>(b) National level = 0.5 mark each (c) State level = 0.25 mark each</p> <ul style="list-style-type: none"> • Popular Article published = 0.25 mark for each publication (Publication should have ISBN) • Book/Book chapter published by individual = 1.0 mark for First Author and 0.5 marks for co-author • Patent(s) <ul style="list-style-type: none"> (a) 2.0 mark for each novel patent granted (1.0 mark for co-author) (b) 1.0 mark for each novel patent published (0.5 mark for co-author) • Reviewer/Editor/Associate Editor/Member of Editorial committee/board of each peer reviewed National/International Journals (0.5 mark for each journal) <p>Note : (a) Publications/presentations mentioned above should have been published during last five academic years’.</p>
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(c) Extension Achievements

(Max. Marks: 05)

Sr. No.	Particular
1	<ul style="list-style-type: none"> • Popularization of new technologies <ul style="list-style-type: none"> ▪ 0.5 mark for each technology • Innovation in extension technology and methods <ul style="list-style-type: none"> ▪ 0.5 mark for each technology • Participation in of collaborative extension programmes <ul style="list-style-type: none"> ▪ 0.25 mark for each activity • Trainings conducted as Director/Coordinator / Convener / Organizer for the benefits of farmers through awareness generation <ul style="list-style-type: none"> ▪ 0.5 mark for each training • Participation in Krishi Mela and Exhibition <ul style="list-style-type: none"> ▪ 0.5 mark for each event • TV - Radio talks etc. <ul style="list-style-type: none"> ▪ 0.25 mark for each programme or talk

7. Award/Recognitions

(Max. Marks: 03)

Sr. No.	Particular
1	<ul style="list-style-type: none"> ▪ 1.0 mark each for international level award ▪ 0.5 mark each for national level award, recognized such as by ICAR, CSIR, DBT /National Institutes, Ministries of State or Central Government etc. ▪ 0.25 mark each for Institutional or recognized professional societies fellow / award / recognition; President / Chairman of national level committees

8. Membership of professional societies

(Max. Marks: 02)

Sr. No.	Particular
1	<ul style="list-style-type: none"> ▪ 1.0 mark for each Life membership

Certificate

It is certified that the information given in points 1-8 is correct to my knowledge and belief.

Date:

(Signature of the Candidate)

Forwarded/Recommended by

Date:

(Signature of HOD)

9. Student Feedback: This will be added by the respective Principal/Dean at the time of application while evaluating the application.

(Max. Marks: 10, which is to be converted to 5.0 marks)

Name of Course: _____ Credit _____

Name of Teacher: _____ Semester _____

Sr. No.	Activity	Students remarks				Average marks (in case of more than one course)
		Excellent (1.0 mark)	Good (0.5 mark)	Average (0.25 mark)	Poor (0 marks)	
1	Regularity in conducting class by the teacher					
2	Teaching Method					
3	Knowledge of the Subject					
4	Use of Power Point/ Interactive panel					
5	Use of Black Board					
6	Can make the Subject interesting?					
7	Practical knowledge					
8	Regularly conducting the exams and display the results?					
9	Personality/Behavior of the teacher					
10	Motivate the students for competitive exams (SRF/JRF/NET, etc).					
	Sub Total					
Grand Total/2						

Note: 1. Average marks of the feedback for an applicant teacher will be filled by the Principal/Dean.
2. Students' feedback of the applicant teacher will be taken by respective Dean/Principal from the currently on-going concerned batches of UG students ensuring taking the feedback of minimum 80% of the enrolled student.

Date:

(Signature of Principal/Dean)

Certificate by the Dean

It is certified that the information given in points 1-9 are verified and found correct. This is also to certify that, on verification of the records available with this office, no police/departmental enquiry is in progress or no police/departmental enquiry is pending against.....

Also no misconduct has been reported against the said employee demanding any police/departmental enquiry against him/her.

This is also to certify that, the overall rating of the said candidate in Annual Appraisal/report (Confidential Report) is as per the prescribed guideline for Best Teacher Award in Agricultural Higher Education Award.

This Certificate is issued as per the certification received from the Registrar office.

Date:

(Signature of Principal/Dean)

10. Notable contribution in support of your candidature and contribution towards institutional development activities [The candidate has to make Power Point Presentation (Maximum 10 minutes and 10-15 slides) for evaluation in front of the Judgment committee]

(Max. Marks: 10)
