

July 25, 2007

**Procedure for Nomination of Faculty Members for
Excellence in Teaching Awards.**

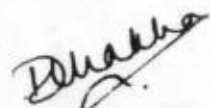
1. Departments/Centres/Schools to nominate one faculty member if total faculty strength is 10 or less and two faculty members if the total faculty strength is greater than 10.
2. The nominations will be prepared by a committee constituted by the Head, comprising two student representatives (B.Tech/M.Tech/Ph.D studnets in their final year) and one faculty member (preferably a faculty member who has been awarded the Excellence in Teaching Award in the last three years and is hence not currently eligible, or a Senate member).
3. The top two eligible faculty members in each of the following categories (if applicable) be identified based on a weighted average of the overall course evaluation :

- Common core courses for B.Tech programme
- Departmental B.Tech Programme
- M.Tech/M.Des/M.Phil/M.Mgmt. Programmes
- M.Sc. Programmes

The total number of responses of the selected faculty in the particular category must exceed a threshold of 100. The procedure for calculation of the weighted average is detailed in Appendix A. The soft copy as well as hard copy of the course evaluation data will be sent to you from the Dean (Faculty) Office.

4. One or two (as the case may be) of the shortlisted faculty must then be selected for nomination considering the following :
 - Weighted average of the overall course evaluation.
 - Teaching innovations
 - Development of course material
 - Consistency and dedication

The shortlist and the nominations should be sent to Dean (Faculty) by 10th August, 2007. Each nomination should have a brief write-up giving support for the nomination. The committee may seek additional inputs from the faculty members being nominated and students/alumni while preparing the write-up.



D. V. Khakhar
Dean [Faculty]

Appendix A

(i) Common core courses

Professor X. Yjjsdghg

Year	2001	2001	2002	2003	2005	Total
Course	XX101	XX103	XX101	XX103	XX111	
Course credits	6	3	6	3	8	430
Shared fraction	1	1	0.5	1	0.33	
No of responses	120	50	150	40	70	
Overall course evaluation	75	80	82	74	81	126749
Weighted evaluation	54000	12000	36900	8880	14969	
Weighted response	720	150	450	120	185	
Weighted average evaluation						78.01

(ii) BTech level courses

Professor P. Ohjfgsdjh

Year	2001	2001	2002	2002	2003	2004	2005	Total
Course	XX401	XX221	XX239	XX324	XX401	XX211	XX221	
Course credits	6	3	6	6	6	3	8	222
Shared fraction	1	1	1	1	0.5	1	0.33	
No of responses	40	30	12	45	45	10	40	
Overall course evaluation	85	73	82	80	70	75	68	73355
Weighted evaluation	20400	6570	5904	21600	9450	2250	7181	
Weighted response	240	90	72	270	135	30	106	
Weighted average evaluation								77.82

Formulae used, explanations:

Weighted evaluation = Course credits * No. of responses * Shared fraction * Overall course evaluation

Weighted response = Course credits * No. of responses * Shared fraction

Weighted average evaluation = Weighted evaluation/Weighted response

Shared fraction is the fraction of the course taught by instructor