



**Office of the Registrar
Sher-e-Kashmir University of Agricultural
Sciences and Technology of Jammu**

Notification

As approved by the Competent Authority, the following awards are hereby instituted in SKUAST-Jammu:

- a) SKUAST of Jammu Best Teacher Award
- b) SKUAST of Jammu Best Scientist/Researcher Award
- c) SKUAST of Jammu Best Extension Scientist Award

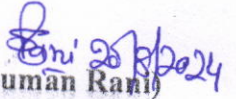
The detailed terms and conditions, application form, evaluation criteria etc are hereby notified as Annexures 'A' to 'C'.

**Sd/-
Registrar**

No: AUJ/Est./G-626/24-25/7787-7879
Dated: 20.08.2024

Copy for information to:

- All Officers of the University _____
- Director, Institute of Biotechnology, Chatha
- Controller of Examinations, SKUAST-Jammu
- All HoDs _____
- Nodal Officer, Data Center, SKUAST-Jammu
- All I/c Stations/Sub-Stations/KVKs/CSSs/AICRPs _____
- SVC for the kind information of Hon'ble Vice-Chancellor


(Suman Rani)
Asstt. Registrar (Est.)

SKUAST
Jammu

SKUAST OF JAMMU BEST TEACHER AWARD

Guidelines for SKUAST of Jammu Best Teacher Award

1. **Name of the Award:** SKUAST of Jammu Best Teacher (Academic Year)
2. **Sponsor of the award:** Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu
3. **Objective of the award:**
 - i. To provide recognition to outstanding teachers
 - ii. To promote excellence in teaching
4. **Nature of award:** The award is meant for individual teacher offering a course independently or as a part of an integrated course. An individual award will consist of a citation for promoting innovation in teaching.
5. **Frequency & no. of awards:** Annual One Year.
6. **The candidate is expected to be a role model teacher with high moral values and must not have been penalized or have any enquiry pending against him/her.**
7. **Eligibility criteria:**
 - a. The applicant must be regular faculty member of the university who should have taught on an average at least 120 lectures per year at undergraduate and/or postgraduate level (including practicals), independently or as a part of integrated course, with a minimum period of continuous teaching experience of five academic years at SKUAST of Jammu.
 - b. To be eligible for award a teacher should obtain a minimum score of 60% as per the prescribed score card.

Other criteria:

- a. Only teachers (Professor/ Associate Professor/Assistant Professor/equivalents) are eligible. Deans/ Directors are not eligible for the award.
 - b. Teachers who are recipient of SKUAST of Jammu 'Best Teacher Award' in the past five years (excluding the year of award) are also not eligible for the award.
 - c. The teaching work undertaken during the five years, proceeding the year of the award, shall be considered for award.
 - d. The applicant must have at least Good Annual Performance.
 - e. The applicant is expected to be a role model teacher with high values and must not have been penalized or there should not be any enquiry pending against him/her.
8. **Administration of the award:** The award will be administered by the SKUAST of Jammu through Directorate of Education.
 9. **Procedure:** The Registrar, SKUAST of Jammu shall invite applications for the award on the prescribed application form at the end of each academic year. The application must be routed through the proper channel. The applications received by Directorate of Education will be scrutinized by the following designated Evaluation & Judging Committee:

Composition of Evaluation & Judging Committee:

1.	Director Education	Chairman
2.	Deans of all the Faculties	Member
3.	To be nominated by Director Education	Member Secretary

Note: Nominated members of the committee should not be the applicant for the award.

- After completion of evaluation process, the Evaluation & Judging Committee shall make its recommendations and the same shall be submitted to the Director Education under sealed cover for further processing and approval of the Competent Authority. The decision of the committee with approval of the Vice Chancellor shall be final without provision of any appeal. The decision of the Judgement Committee (after approval of the Vice Chancellor) will be final. There will be no appeal against it.
- If no outstanding teacher for a particular year is identified, no award shall be given. Further, in the event of a tie in total score, the applicant with more teaching experience shall be placed at higher rank.

10. Presentation:

- The declaration and presentation of award along with citation will be made on the Foundation Day (20th September) of SKUAST of Jammu.
- The awardee teacher shall give a presentation (15 minutes) on achievements before an audience on the day of Award function.

Application Form

SKUAST of Jammu Best Teacher Award

(To be filled by the applicant with supporting documents)

Part – I

1. Name of the Faculty :
2. Name of the Division :
3. Academic Year :
4. Name of the teacher :
5. Designation of the teacher :

6. Educational Qualification: (starting with Graduate level)

Degree	Subject	University	Year	Division/Grade

7. Teaching Experience (for the last five years):

Position	University	Period	Years/months

Mobile No. : E-mail:

8. Total length of teaching (UG/PG) experience (years & months): (Applicant with immediate 5 years of teaching experience at SKUAST of Jammu shall be eligible for the award)
9. When the last Best Teacher Award received (if any):.....

PART-II

ACHIEVEMENTS

(Marks shall be allotted by the Faculty Level Evaluation & Judging Committee)

1. List of courses taught independently/ jointly and number of lectures actually delivered during the preceding 5 years: (10 marks)

Academic Year	Semester/ Yearly	Courses taught (Credit hrs.) UG/PG	Independently (I)/ Jointly (J)	If Jointly, No. of teachers involved in teaching	Actual No. of lectures delivered by the applicant (T+P)*

*One lecture/week of theory/two lectures of practical/field work and three lectures of clinical work.

Marks obtained = (Total lectures delivered in preceding 5 years /1000) x10 (Max. 10 marks)

2. Students guided as Major Advisor (PG Level) / Member Advisory Committee of UG/PG students (last five years) (10 marks)

a. Master's Level:

S. No.	Acad. year	Name of the student (Regd. No.)	Thesis title	Date of thesis viva-voce held
Total				

(2 marks per passed out student and one mark for student(s) under guidance)

b. Doctoral level:

Acad. year	S. No.	Name of the student (Regd. No.)	Thesis title	Date of thesis viva-voce held
Total				

(2 marks per passed out student and one mark for student(s) under guidance)

c. Member Advisory Committee of UG/PG students:

Acad. year	S. No.	Name of the student (Regd. No.)	UG/PG	Discipline/Subject
Total				

(0.5 mark per student)

3. Placement of the guided PG students in last 5 years (1 mark per student) : (05 marks)*

Name of the student (Regd. No.)	Year of completion of degree (Master's / Doctorate)	Placed in (Organization/institution etc.)	Year of placement

* Placement includes employed (Public/Private sector or self-employed in the concerned profession).

4. National level award won by Postgraduate students guided by the applicant in last five years (2 marks per award) : (05 marks)

S. No.	Name of Student (Regd. No.)	M.Sc./MV.Sc/ Ph.D.	Name of the Award	Year of Award	Awarding agency

5. Publications (only 5 best papers) in last five years out of students' thesis with Student as First Author (10 marks)*

S. No.	Authors	Title of Research paper	Journal / vol/pages	Year of Publication	NAAS rating (current Year)

* Review Articles not included

NAAS rating between 4.0 to less than 6.0 (1 mark)

NAAS rating between 6.0 to less than 8.0 (2 marks)

NAAS rating between 8.0 to less than 10.0 (3 marks)

NAAS rating 10.0 and above (4 marks)

Journal without NAAS rating but having impact factor (the Clarivate analytics) shall be calculated as 6+I.F.

6. **Laboratory manual/monograph/books/book chapters written in the last 5 years: (03 marks)**
(1 Mark/ manual or monograph, 2 Marks/ book and 0.5 Marks/book chapter)

S.No.	Author(s)	Title of Manual/Monograph / Book/book chapter	Year of Publication

7. **Worked as Committee Member at Divisional/ Faculty/ University level related to academic activities (one mark per activity/year): (05 marks)**

8. **Notable achievements in teaching (one mark per activity): (04 marks)**

- Particulars of teaching innovations & achievements.
- Specific efforts and innovations introduced to improve teaching.
- Design, development and use of quality instructional materials
- Audio/e-learning instructional material developed and put online
(give details & address of the portal)
- Foreign Visits (Period and Purpose)
- Patent / contribution towards release of variety/ new technology from students' research

9. **Co-curricular activities of the teacher at Faculty/University level: (03 marks)**
(one mark per activity)

Personality development efforts/ Soft skill development efforts/ Group discussions / Debates organized. (Provide detailed list)

10. **Research achievement: Externally funded Research Projects completed /ongoing (Maximum marks 5)**

Research Project Completed / Ongoing (More than 10 Lakhs)		
Sole Investigator (5/5)	Principal Investigator in Joint Project (2.5/2.5)	Co-Investigator in Joint Project (1.5/1.5)
Research Project Completed / Ongoing (Less than 10 Lakhs)		
Sole Investigator (2.5/2.5)	Principal Investigator in Joint Project (1.5/1.5)	Co-Investigator in Joint Project (1.0/1.0)

11. **Extension achievement: (Maximum marks 5) One mark for each activity conducted.**

- Capacity Building
- Organization of Farmers' Fare/On-farm trials etc.
- Any other item.

**12. Feedback Score of Outgoing Batch of UG students as per the below-mentioned criteria
(Max. Marks 25)**

Calculation of marks (out of 25 marks on the basis of Student's Teacher Evaluation Proforma):

Maximum score obtainable = 25 x 4=100 (for one student evaluation)

Average score obtained by a teacher = Sum of scores of all students / No. of students

Maximum weightage (25%) = Average score obtained by a teacher (X) x 0.25

Explanation:

- If a teacher gets average score of 100, the weighted score = 100 x 0.25 = 25.00

- If a teacher gets average score of 80, the weighted score =80 x 0.25 = 20.00

- If a teacher gets average score of 60, the weighted score= 60 x 0.25 = 15.00

(*for detail regarding evaluation of teacher by the students please see Annexure-II.)

13. Write-up by the teacher to his/her claim for award (Max. 250 words) : (05 Marks)

(on separate sheet duly signed with date by the applicant)

Note: The application form may include only the essentially required facts and should not contain unnecessary details about the individual achievements etc. All details be given along-with authentic proof.

Certificate

Certified that the information given in the application (under Part-I and Part-II) is correct to the best of my knowledge and belief

(Signature of the applicant with date)

Name:

Designation:

Division:

Verified, recommended and forwarded to the Dean, Faculty of
for further necessary action.

(Head of the Division)

Signature with date and seal

14. Evaluation of Annual Performance Reports

(Max. Marks 05) *

S. No.	APR awarded	marks/year
1.	Satisfactory	1
2	Good	2
3	Very good	3
4	Excellent	4

*** Marks = (total marks obtained for 5 preceding years /20) x 5**

Score obtained (out of total 100) as per the evaluation of Judging Committee (To be prepared on separate sheet duly signed by the Faculty Level Evaluation & Judging Committee): _____

Signature (with date) of all the members of
Evaluation & Judging Committee

Procedure for the evaluation of the applicant (Teacher) by the students:

- a. Final year UG students shall evaluate the teacher
- b. Director Education along with Deans and member Secretary of the Evaluation & Judging Committee (nominated by Competent Authority) shall monitor the whole process of evaluation.
- c. Feedback Form of the Outgoing Batch of UG students (To be filled by the UG Students at the end of the Degree Programme) will be scrutinized for the assessment of the Best Teacher Award
- d. The committee constituted by the Competent Authority shall compile evaluation sheets for each teacher separately.
- e. The evaluation sheets shall remain in the custody of Director Education.

SKUAST-JAMMU

Feedback Form for Outgoing Batch of UG students
(To be filled by the UG Students at the end of the Degree Programme)

Name of the Student: _____ Registration No.: _____

Degree Programme: _____ Academic Session: _____

Table-1: Name of 05 Best Teacher who taught you during your UG Programme.

(Note: Rate Teachers based on teaching skills)

S. No	Name of Teacher	Course(s) taught	Division	Faculty
1				
2				
3				
4				
5				

Table-2 Student's Teacher Evaluation Proforma

Important Notes:- Rate the 5 Best Teachers as listed by you in Table-1 using the following scores

“Strongly Agree-4”, “Agree-3”, “Undecided/Uncertain-2”, “Disagree-1”

S. No.	Statements pertaining to teacher:	S. No. of Teachers as per Table 1				
		1	2	3	4	5
1.	The teacher prepares lecture schedules for students at the beginning of the semester					
2.	The teacher regularly checks up on class attendance					
3.	The teacher arrives on time and leaves on time					
4.	The teacher is always well-prepared for each class					
5.	The teacher demonstrates good knowledge of the subject					
6.	The teacher utilizes the knowledge gained through wide reading to increase the effectiveness of teaching					
7.	The teacher delivers the subject matter effectively with clarity and coherence					
8.	The teacher has high enthusiasm					
9.	The teacher is responsive to questions					
10.	The teacher is receptive to new ideas and disagreement					
11.	The teacher is able in directing discussion					
12.	The teacher is sensitive to student problems					
13.	The teacher completes the whole course					
14.	The teacher provides additional material apart from the textbook					
15.	The teacher gives citations regarding current situations with reference to Indian context.					
16.	The teacher shows respect towards students and encourages class participation					
17.	The teacher makes best use of multimedia tools for effective teaching					
18.	The teacher is fair in grading					
19.	The teacher returns the graded scripts etc. in a reasonable amount of time					

20.	Having scrutinized the answer scripts, he identifies weaknesses and strengths of students to be used as a basis for future planning					
21.	The teacher is available during the specified office hours and for after class consultations					
22.	The teacher organizes remedial teaching in order to overcome student weakness					
23.	Pays attention to all the students irrespective of their abilities or personality characteristics					
24.	Regards teaching as a noble profession and has cultivated and imbibed a code of conduct, vocabulary and a disposition worthy of a noble profession					
25.	Extends the fullest co-operation in co-curricular activities, while making constructive contributions for further improvement					
Total score of each column						
Grand Total (out of 100)						

Name & Sign. of Student:

Registration No.:

Degree Programme:

Academic Session:

SKUAST OF JAMMU BEST SCIENTIST/RESEARCHER AWARD**Guidelines for SKUAST of Jammu Best Scientist / Researcher Award**

1. **Name of the Award:** SKUAST of Jammu Best Scientist Award ...(Academic Year)
2. **Sponsor of the award:** Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu
3. **Objective of the award:**
 - i. To provide recognition to outstanding Scientists/Researcher
 - ii. To promote excellence in research
4. **Nature of award:** The award is meant for individual scientist who has shown outstanding performance as a researcher by
 - i) managing funds for research through internal or external resources,
 - ii) contribution in advancing the scientific knowledge / development of technology,
 - iii) publishing the work in high impact factor journals,
 - iv) patenting the innovations and outcome / impacts of his / her research findings.

Award will consist of a citation for promoting innovation in research.

5. **Frequency & no. of awards:** Annually one award.

6. **Eligibility criteria:**

- a. The applicant must be regular faculty member of the University who has handled at least one externally funded research project during the evaluation period with minimum of 05 years of continuous service at SKUAST of Jammu.
- b. To be eligible for award a scientist should obtain a minimum score of 60% as per the prescribed score card.

Other criteria:

- a. Only faculty members (Professor/ Associate Professor/Assistant Professor/equivalents) are eligible. Deans/ Directors are not eligible for the award.
- b. Scientists who are recipient of SKUAST of Jammu Best Scientist Award in the past five years (excluding the year of award) are also not eligible for the award.
- c. The research work undertaken during the five years, proceeding the year of the award, shall be considered for award.

- d. The applicant must have at least good annual performance report.
- e. The applicant is expected to be a role model researcher and must not have been penalized or there should not be any enquiry pending against him/her.

7. **Administration of the award:** The award will be administered by the Directorate of Research, SKUAST of Jammu.

8. **Procedure:** Registrar, SKUAST of Jammu shall call the applications for the award on the prescribed application form at the end of each academic Session year. Application must be routed through proper channel. The applications received by Director Research will be scrutinized by the following designated Evaluation & Judging Committee:

Composition of Evaluation & Judging Committee:

1.	Director Research	Chairman
2.	Deans of all the Faculties	Member
3.	To be nominated by Director Research	Member Secretary

Note: Nominated members of the committee should not be the applicant for the award.

- After completion of evaluation process, the Evaluation & Judging Committee shall make its recommendations, and the same shall be submitted to the Director Research, under sealed cover for further processing and approval by the Competent Authority. The decision of the committee with approval of the Vice Chancellor shall be final without provision of any appeal. The decision of the Judgement Committee (after approval of the Vice Chancellor) will be final. There will be no appeal against it.
- If no outstanding scientist for a particular year is identified from a particular Faculty/ Research station, no award shall be given. Further, in the event of a tie in total score, the applicant with more experience shall be placed at higher rank.

09. Presentation:

- The declaration and a presentation of award along with citation will be made on the Foundation Day (20th September) of SKUAST of Jammu.
- The awardee scientist shall give presentation (15 minutes) on achievements before an audience on the day of Award function.

Application Form
SKUAST of Jammu Best Scientist Award

(To be filled by the applicant with supporting documents)

Part – I

1. Name of the Faculty/Research Station:
2. Name of the Division/Unit :
3. Academic Year :
4. Name of the Scientist :
5. Designation of the Scientist :
6. Educational Qualification: (starting with Graduate level)

Degree	Subject	University	Year	Division/Grade

7. Experience (for the last five years):

Position	University	Period	Years/months

Mobile No. : E-mail:

8. Total length of research experience (years & months): (Applicant with at least 5 years of research experience at SKUAST of Jammu shall be eligible for the award)
9. When the applicant received the last Best Scientist Award (if any):.....

PART-II

ACHIEVEMENTS

(Marks shall be allotted by the University Level Research Evaluation & Judging Committee)

1. Research projects handled during the preceding 5 years:

- a. Externally funded projects: (10 Marks)

Year	Research Project(s) handled	Budget and Funding Agency	Co-PIs	Outcome of the work

External projects handled/being handled
Up to Rs 5.00 lakhs (1.0 point per year per project)
Rs 5.0-30.00 lakhs (3 point per year per project)
>Rs.30.00 lakhs (5.0 point per year per project)

Full points for PI and 50% points for Co-PI/ collaborator for each project
 b. AICRPs/Network projects (1 point per year per trial) (5 Marks)

Full points for PI and 50% points for Co-PI/ collaborator for each project

c. Divisional/Departmental/RCM projects (1 points per year per project) (5 Marks)

Full points for PI and 50% points for Co-PI/ collaborator for each project

(Max. 20 marks)

2. Evaluation of pesticides, pharmaceuticals, bio-pointers, varieties, implements, diagnostic kits, fertilizer, organic manure, vaccines etc. (2.00 points / project/product/activity)

Full points for PI and 50% points for Co-PI/ collaborator for each project

(Max. 5 marks)

3. Service providing projects

Production of quality seed/planting material/ production of animal/ poultry/ fish/ goat/ sheep stock etc. Spawn, beekeeping etc. (2.00 points per product/item/scientist)

(Max. 5 marks)

4. Development of process, concept, methodology, & any other relevant output, Development of Innovative technologies, unique microbes, product, diagnostic kit (2.00 points/ contributor /item for PI and 50% points for Co-PI)

(Max. 5 marks)

5. Software development/Data base management/Decision support system /models /standards developed (3.00 points/ contributor item for PI and 50% points for Co-PI)

(Max. 5 marks)

6. Released & Notified variety/vaccine/diagnostic kit developed

- Principal Breeder/Scientist (10.0 points/ item)
- other associated Breeder/Scientist (5.0 points/ item)

(Max. 10 marks)

7. Members of monitoring team/ Referee/Paper Reviewers (1.0 point / activity)

(Max. 5 marks)

8. Intellectual Property Rights (IPRs) granted: Patents, Copyrights, Geographical indications, Registered/ Protected varieties, /breeds, Designs, etc. (5.00 points/ activity)

100% for PI and 50% for Co-PI

(Max. 5 marks)

9. Students guided as Major Advisor (PG Level) / Member Advisory Committee of UG/PG students (last five years)

(Max. 5 marks)

a. Master's Level:

S. No.	Acad. year	Name of the student (Regd. No.)	Thesis title	Date of thesis viva-voce held
Total				

(2 marks per passed out student and one mark for student(s) under guidance)

b. Doctoral level:

Acad. year	S. No.	Name of the student (Regd. No.)	Thesis title	Date of thesis viva-voce held
Total				

(2 marks per passed out student and one mark for student(s) under guidance)

c. Member Advisory Committee of PG students:

Acad. year	S. No.	Name of the student (Regd. No.)	UG/PG	Discipline/Subject
Total				

(1.0mark per student)

10. Original Research Publications(only 5 best papers) in last five years out of the research work conducted (max. 10 marks)*

S. No.	Authors	Title of Research paper	Journal / vol/pages	Year of Publication	NAAS rating (Year of Award)

* Review Articles not included

NAAS rating between 4.0 to less than 6.0 (1 mark)

NAAS rating between 6.0 to less than 8.0 (2 marks)

NAAS rating between 8.0 to less than 10.0 (3 marks)

NAAS rating 10.0 and above (4 marks)

Journal without NAAS rating but having impact factor (the Clarivate analytics) shall be calculated as 6+I.F.

11. Impact of Research work done

(max 4 marks)

A. Citation as per Google Scholar/Scopus Index (02 marks)

>500 (02marks), 250 – 500 (01 marks)

B. Potential of research findings for increasing agricultural production, productivity, profitability and sustainability in the relevant agricultural system (02marks)

12. Advanced trainings attended/scientific trainings organized during the period under evaluation (2.00 points/ activity): [max 02 marks]

13. Extension achievement: (Maximum marks 5) One mark for each activity conducted.

1. Capacity Building

2. Organization of Farmers' Fare/On-farm trials etc.

3. Any other item.

14. Any other research activity not covered as above (1.00 points/ activity):
[max 04 marks]

15. Write-up by the scientist to his/her claim for award (Max. 250 words):
(on separate sheet duly signed with date by the applicant) (Max. 05 Marks)

Note: The application form may include only the essentially required facts and should not contain unnecessary details about the individual achievements etc. All details be given along-with authentic proof.

Certificate

Certified that the information given in the application (under Part-I and Part-II) is correct to the best of my knowledge and belief

(Signature of the applicant with date)

Name:

Designation:

Division:

Verified, recommended and forwarded to the Dean, Faculty of
/ Director Research for further necessary action.

(Head of the Division/Unit)

Signature with date and seal

16. Evaluation of Annual Performance Reports (Max. Marks 05)*

S.No.	APR awarded	marks/year
1.	Satisfactory	1
2	Good	2
3	Very good	3
4	Excellent	4

* Marks = (total marks obtained for 5 preceding years /20) x 5

Score obtained (out of total 100) as per the evaluation of Judging Committee (To be prepared on separate sheet duly signed by the Research Evaluation & Judging Committee): _____

Signature (with date) of all the members of
University Level Research Evaluation & Judging Committee

Amrune - '01

SKUAST OF JAMMU BEST EXTENSION SCIENTIST AWARD

Guidelines for SKUAST of Jammu Best Extension Scientist Award

1. **Name of the Award:** SKUAST of Jammu Best Extension Scientist Award
(Academic Year)
 2. **Sponsor of the award:** Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu
 3. **Objective of the award:**
 - i. To provide recognition to outstanding extension scientists
 - ii. To promote excellence in extension education and extension services of the University
 4. **Nature of award:** The award is meant for individual scientist who has shown outstanding performance as extension scientist including extension education in promotion of extension services of the University under different programmes/projects/schemes as well as publication of extension literature, books, papers and policy documents/monographs, etc. Award will consist of a citation for promoting innovations in extension education and services.
 5. **Frequency & no. of awards:** Annually one award.
 6. **Eligibility criteria:**
 - a. The applicant must be regular faculty member of the University, including Krishi Vigyan Kendras, with minimum of 05 years of service at SKUAST of Jammu.
 - b. To be eligible for award a scientist should obtain a minimum score of 60% as per the prescribed score card.
- Other criteria:**
- a. Only faculty members (Professor/ Associate Professor/Assistant Professor/equivalents) are eligible. Deans/ Directors are not eligible for the award.
 - b. Scientists who have received SKUAST of Jammu Best Extension Scientist Award in the past five years (excluding the year of award) are not eligible for the award.
 - c. The extension work undertaken during the five years, preceding the year of the award, shall be considered for award.
 - d. The applicant must have at least good annual performance report.
 - e. The applicant is expected to be a role model extension worker and must not have been penalized or there should not be any enquiry pending against him/her.
7. **Administration of the award:** The award will be administered by the SKUAST of Jammu through the Directorate of Extension.

8. **Procedure:** Registrar, SKUAST of Jammu shall invite applications for the award on the prescribed application form at the end of each academic session. Application must be routed through proper channel. The applications received by Director Extension will be scrutinized by the designated Evaluation & Judging by the following Committee:

Composition of University Level Extension Evaluation & Judging Committee:

1.	Director Extension	Chairman
2.	Deans of all the Faculties	Member
3.	To be nominated by Director Extension	Member Secretary

Note: Nominated members of the committee should not be the applicant for the award.

- After completion of evaluation process, the Evaluation & Judging Committee shall make its recommendations, and the same shall be submitted to the Director Extension, under sealed cover for further processing and approval by the Competent Authority. The decision of the committee with approval of the Vice Chancellor shall be final without provision of any appeal. The decision of the Judgement Committee (after approval of the Vice Chancellor) will be final. There will be no appeal against it.
- If no outstanding scientist for a particular year is identified from a particular Faculty/ Research station/KVK, no award shall be given. Further, in the event of a tie in total score, the applicant with more experience shall be placed at higher rank.

09. Presentation:

- The declaration and presentation of award along with citation will be made on the Foundation Day (20th September) of SKUAST-Jammu.
- The awardee Extension scientist shall give a presentation (15 minutes) on achievements before an audience on the day of Award function.

Application Form
SKUAST of Jammu Best Extension Scientist Award

(To be filled by the applicant with supporting documents)

Part – I

1. **Name of the Faculty/ Directorate** :
2. **Name of the Division/KVK:**
3. **Academic Year:**
4. **Name of the Extension Scientist:**
5. **Designation of the Extension Scientist:**
6. **Educational Qualification:** (starting with Graduate level)

Degree	Subject	University	Year	Division/Grade

7. **Experience (for the last five years):**

Position	University	Period	Years/months

Mobile No. : **E-mail:**

8. **Total length of extension experience (years & months):** (Applicant with at least 5 years of extension experience at SKUAST of Jammu shall be eligible for the award)
9. **When the applicant received the last Best Extension Scientist Award (if any) :**

PART-II

ACHIEVEMENTS

(Marks shall be always allotted by the University level Extension Evaluation & Judging Committee)

1. **Research Projects handled (extension related) during the preceding 5 years:**

Externally funded projects:

Year	Research Project(s) handled	Budget and Funding Agency	Co-PIs	Outcome of the work

External projects handled/being handled
 Up to Rs 5.00 lakhs (1.0 point per year per project)
 Rs 5.0- 30.00 lakhs (3 point per year per project)
 >Rs.30.00 lakhs (5.0 point per year per project)
 Full points for PI and 50% points for Co-PI/collaborator for each project

- a. Divisional/Departmental/RCM projects (1 points per year per project)
Full points for PI and 50% points for Co-PI/ collaborator for each project
 (Max. 05 marks)
2. New extension models/approaches developed: (2.00 points / project/product/activity)
Full points for PI and 50% points for Co-PI/ collaborator for each project
 (Max. 10 marks)
3. Service providing projects
 Technologies refined/package of practices developed and transferred to farmers with the extent of coverage (2.50 points per product/item/scientist)
 (Max. 05 marks)
4. New concepts/methodologies/tools and techniques developed related with extension (2.00 points /item for PI/50% points for Co-PI)
 (Max. 5 marks)
5. Development of Value Chain/Model Village/Seed Village/Custom Hiring Centre/Climate Smart Village/Nutrismart Village/Contract Farming Arrangement etc.
 (3.00 points/ contributor item for PI/ 50% points for Co-PI)
 (Max. 5 marks)
6. Softwares/Apps/Web resources/Educational Videos developed(1.00 points per item)
 (Max. 10 marks)
7. A. Mobilized farmers for group action (Formation of FIG/SHG/FPO/Growers' Association Community Seed Bank) (2.0 point per activity)
 B. Diagnostic survey undertaken to provide a basis for the formulation of the project? If so, what were its salient findings. (2.0 point per activity)
 (Max. 10 marks)
8. Popularization of technologies and success stories (2.00 points/ activity)
 (Max. 10 marks)
9. Students guided as Major Advisor (PG Level) / Member Advisory Committee of UG/PG students (last five years)
 (Max. 5 marks)

a. Master's Level:

S. No.	Acad. Year	Name of the student (Regd. No.)	Thesis title	Date of thesis viva-voce held
Total				

(2 marks per passed out student and one mark for student(s) under guidance)

b. Doctoral level:

Acad. year	S. No.	Name of the student (Regd. No.)	Thesis title	Date of thesis viva-voce held
Total				

(2 marks per passed out student and one mark for student(s) under guidance)

c. Member Advisory Committee of PG students:

Acad. year	S. No.	Name of the student (Regd. No.)	UG/PG	Discipline/Subject
Total				

(1.0 mark per student)

10. Publications (only 5 best papers) in last five years out of the extension work conducted

(10 marks)*

S. No.	Authors	Title of Research paper	Journal / vol/pages	Year of Publication	NAAS rating (current Year)

* Review Articles not included

NAAS rating between 4.0 to less than 6.0 (1 mark)

NAAS rating between 6.0 to less than 8.0 (2 marks)

NAAS rating between 8.0 to less than 10.0 (3 marks)

NAAS rating 10.0 and above (4 marks)

Journal without NAAS rating but having impact factor (the Clarivate analytics) shall be calculated as 6+I.F.

11. Advanced extension trainings attended/ extension trainings organized during the period under evaluation (2.5marks/ training): (max 05 marks)

12. Impact on the production/productivity/profitability/sustainability of the relevant enterprises of direct contacts (Max. 05 marks)

13. Any other extension activity not covered as above (1.00 points/ activity) [max 05 marks]

14. Write-up by the scientist to his /her claim for award (Max. 250 words): (05 Marks)
(on separate sheet duly signed with date by the applicant)

Note: The application form may include only the essentially required facts and should not contain unnecessary details about the individual achievements etc. All details be given along-with authentic proof.

Certificate

Certified that the information given in the application (under Part-I and Part-II) is correct to the best of my knowledge and belief

(Signature of the applicant with date)

Name:

Designation:

Division:

Verified, recommended and forwarded to the Dean, Faculty of
/ Director Extension for further necessary action.

(Head of the Division/KVK)

Signature with date and seal

15. Evaluation of Annual Performance Reports

(Max. Marks 05)*

S. No.	APR awarded		Marks/year
1.	Satisfactory		1
2	Good		2
3	Very good		3
4	Excellent		4

* Marks = (total marks obtained for 5 preceding years /20) x 5

**Score obtained (out of total 100) as per the evaluation of Judging Committee
(To be prepared on separate sheet duly signed by the Extension Evaluation
& Judging Committee): _____**

**Signature (with date) of all the members of
University Level Extension Evaluation & Judging Committee**