

Assessment Criteria and Methodology for Assistant Professor (AC)

S.no	Criteria	Activity S.No.	Activities
1.	Curricular Aspects	1	Unit writing/ Revisions of Unit
		2	Unit content editing
		3	Translation of Unit
		4	Unit language editing
		5	Podcast/ PPT Presentation / radio talk
		6	E-Content
		7	Question bank of at least 25 questions
		8	Swayam Prabha/ Swayam
		9	MOOCS/SPOC/Online Course
		10	Organizing /Seminar/ Conference / Symposium etc. as Convener/ Organizing Secretary/ Secretary Seminar etc.
		11	Invited lectures / paper presentation in Seminars/ Conferences
		12	Invited as Resource Person/Expert
2.	Teaching-Learning and Evaluation	13	Special Counselling Sessions /Workshops
		14	Counselling
		15	Maintenance of records of Counseling, Feedback and attendance of learners
		16	Evaluation
3.	Contribution in Institutional life	17	Examination/Admission/RSD/MPDD
4.	Research, Innovations	18	Book/Edited Book/Chapter in Book/Research Paper publication / Patent /IPR/Project
5.	Learner Support and Progression	19	Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, services. sports, NCC, NSS and community
		20	Promotional Activities for prospective Learner.

Note:

1. Out of five criteria the faculty should have performed at least in three Criteria with Activity S.No. 1,7 and 14 as mandatory.
2. Criterion No. 1 'Curricular Aspects' will be mandatory, and within this criterion at least 3 activities need to be performed compulsorily.

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Zahir Ahmad/lt

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2/5/24

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02/05/24
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Grading Criteria Sheet

Category			
A Excellent (20-15)	B Good (14-12)	C Satisfactory (11-8)	D Not Satisfactory (below 8)

Workload

15.1 The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It should be necessary for the teacher to be available for at least Five hours daily in the University/College. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra- Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be

provided by the University/College. The direct teaching-learning work load should be as follows:

Assistant Professor - 16 hours per week Associate Professor/Professor - 14 hours per week

15.2 Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work can devote two hours per week from the teaching and learning hours.

[Handwritten signatures and dates]
02/09/24
21/5/2024