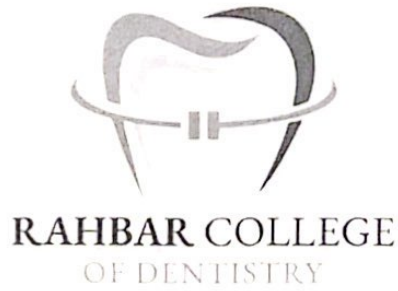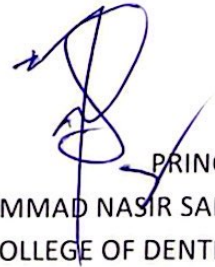# Best Teacher Award Criteria

PRINCIPAL
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No.102/RCoD/283 Dated: 2/10/2024

To: Director Admin

Info: Medical Branch

Best Teacher Award Criteria and Evaluation Process

The Best Teacher Award will be awarded annually to a faculty member who demonstrates exceptional teaching, academic achievements, and overall contribution to the educational environment. The evaluation process for selecting the winner will be based on three key criteria:

1. Student Feedback
2. Research Publication and Academic Achievement
3. Faculty Performance Evaluation

1. Student Feedback (50%)

The feedback collected from students will form a substantial part of the evaluation. The teacher with the highest percentage of positive responses will be considered for the award.

Evaluation Method:

Students will complete a standardized, anonymous survey that evaluates the teacher and the results will be shared by Quality Assurance Cell (QAC).

2. Research Publication and Academic Achievement (30%)

The teacher's academic and research contributions will be assessed, including the quality and impact of research publications, academic awards, and other scholarly activities.

Evaluation Method:

The teacher will submit a list of their research publications and achievements over the past year to research and development cell and the cell will share the result.

3. Faculty Performance Evaluation (20%)

The teacher's overall performance in their professional responsibilities will be evaluated through the faculty performance review process which will include participation in workshops, contribution to departmental activities, mentoring roles and contribution to committees.

Evaluation Method:

The faculty performance evaluation will be conducted by self-appraisal form, department heads and principal.

4. Selection committee: Final award and Scoring:

The final score for each teacher will be calculated by summing the individual category scores. The teacher with the highest overall score will be awarded the Best Teacher Award.

Award Announcement: The winner will be announced at the end of the academic year.

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5. Additional Considerations

Transparency: All teachers will be informed of the evaluation process and criteria at the beginning of the academic year.

Confidentiality: All evaluations, including student feedback and performance assessments, will be kept confidential.

Appeal Process: If a teacher believes their evaluation was inaccurate or unfair, they can submit a formal appeal to the selection committee.

This structured approach ensures that the Best Teacher Award is based on a balanced and comprehensive assessment of a teacher's contributions to the educational institution, encompassing both their teaching effectiveness and scholarly impact.

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