

<b>GIT</b> GHARDA INSTITUTE OF TECHNOLOGY	STANDARD OPERATING PROCEDURE FOR SELECTION OF BEST TEACHER AWARD DOCUMENT NO:-GIT/BTSC/01	Revision Number: 00	Page 1 of 4 W.e.f, August 2018
---	--	---------------------	-----------------------------------

# **STANDARD OPERATING PROCEDURE FOR SELECTION OF BEST TEACHER AWARD**





## Objective

The "Best Teacher Award" is an annual exercise to commend and reward teacher, who demonstrate excellence in the work of educational professional. The best teacher award aims to –

1. Promote recognition, respect and appreciation of teachers.
2. Stimulate interest in teaching as a career.
3. Promote quality teaching and enhance teacher professionalism.

## Goals

1. To promote the criteria for measuring performance of teacher.
2. To decide the form of incentive of the rewards for both teachers and Principal.
3. To constitute a panel of experts who can acts as member of jury in the above awards.
4. To instutionlise this mechanism of linking performance with rewards for betterment of students

## Eligibility

All the full time Assistant professors, Associate professors, Professors , All HODs and Principal of GIT college.

The teacher who have got "Best teacher award "in previous year/s is not to be considered for the selection of best teacher award in next three year/s. But after three years he will be considered for the nominee.





<b>GIT</b>	GHARDA INSTITUTE OF TECHNOLOGY	STANDARD OPERATING PROCEDURE FOR SELECTION OF BEST TEACHER AWARD DOCUMENT NO:-GIT/BTSC/01	Revision Number: 00	Page 3 of 4 W.e.f. August 20
------------	--------------------------------------	--	---------------------	---------------------------------

## Award

The winner of "Best Teacher Award" will receive a letter of appreciation and cash award of Rs. 5000/- (Five thousand only) by the hands of Hon. Chairman Padmashree Dr. K. H. Gharda in presence of Managing Trustee Dr. M. G. Gokhale and GIT Principal.





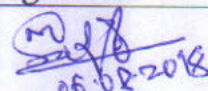
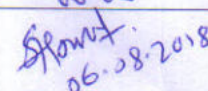
### Procedure for Best Teacher Award

In Gharda Institute of Technology Every year we are selecting the "Best Teacher" amongst the all teaching faculty By "Open Secret Ballot system" By using the following procedure decided unanimously.


1. Committee members should distribute ballot voting slip having GIT logo on it.
2. Inform the students to write any one faculty name on that slip from First year to Final year faculty.
3. Students will sign on the back side and close ballot slip and submit it to committee members.
4. Open the counting boxes in presence of all committee members.
5. From the ballot slip voting will be counted for each faculty, if any slips have not signature of student such voting slip will consider as a cancelled.
6. Highest vote faculty is to be selected and awarded as a "Best Teacher" for respective academic year.
7. The summary sheet along with single page report of the entire faculty will be submitted to Principal for further procedure.

Submitted for approval.

**Prepared by:**

Sr.No.	Name	Designation	Signature
01	Mr. Maruti Satpute	Chairman	 06.08.2018
02	Mr. Siddhanath Howal	Member	 06.08.2018

**Approving Authority**

  
Dr. P.S. Joshi  
GIT, Principal

