



Sultana N. Nahar
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To:

Professor Khurshid I. Andrabi
Vice Chancellor
University of Kashmir
Hazratbal. Srinagar, Kashmir, India

March 17, 2017

Ref: S.N. Nahar Teacher and A.R. Rahman Student Prizes in Biological Sciences in University of Kashmir

Dear Professor Khurshid Andrabi,

Assalamu alaikum.

I am submitting a proposal for six annual prizes in Biological Sciences to promote the excellence in research and academic performance. The present objectives and criteria of the prizes are similar to those in the Physics and Mathematics Departments for the best research publications by a faculty member and the best Ph.D. thesis by a student at University of Kashmir.

The proposal is below my letter for your approval. I would appreciate your cooperation in establishing these recognition. Recognition impacts positively on inspiration and raising the bar of the standard.

I will provide the endowment fund of \$12000 for the prizes during my visit at University of Kashmir in March 16 -19, 2017.

I look forward very much to my visit of University of Kashmir.

With best regards,

Prof Sultana N. Nahar

Memorandum of Agreement:**Sultana N. Nahar and Alburuj R. Rahman Annual Prizes in Biological Sciences in University of Kashmir****1. Purpose:**

To recognize and motivate faculty members for the outstanding research publications and teaching in class, and encourage students in academic and research excellence in Departments of Biological Sciences at University of Kashmir.

Teachers play the most crucial role in guiding and leading research. Without research and publications, there are no advances and the university will not be known outside. They also contribute the most to increase the number of graduating students with higher quality of education and research. There is always a limited number of top students in the class. Recognition will encourage them to continue their best effort for higher excellence. The rest of the class falls behind largely due to difficulties in grasping the subject materials. Motivated teachers can uplift the standard of the whole class by better teaching skill, being more helpful and providing positive inspiration, Then not only the top students the whole class will be benefited. Students, who are the direct beneficiary of knowledge, will be involved in the nomination.

This prize program will recognize annually faculty members for the best research and effort for teaching to raise the standard of the class, and Ph.D. graduating students for the best thesis.

2. Funding:

The prizes will be sponsored by Professor Sultana N. Nahar of the Ohio State University from her personal income. She will provide US\$12000 as the capital amount or endowment fund during her visit at University of Kashmir during March 16-19, 2017. The fund will be deposited and invested for the maximum profit under S.N. Nahar prizes trust but to an account of University of Kashmir. The sponsor plans to provide additional funds in near future to increase the honorarium of the prizes.

95% of the annual profit from the endowment fund will be used for the 6 annual faculty and student prizes, any overhead expenditure, and 5% of the profit either will either be added to the endowment at its investment renewal or reinvested if the amount becomes sufficient.

3. Prizes:

There will be 6, 3 for faculty members and 3 for graduating Ph.D. students, annual prizes in total. Since there are 6 Departments, i) Biochemistry, ii) Bioresources, iii) Biotechnology, iv) Botany, v) Clinical Biochemistry, iv) Zoology, under the Faculty of Biological Sciences, prizes will be distributed in a set of 3 Departments every other year, such as, Zoology, Biochemistry, Botany in one year and Clinical Biochemistry, Biotechnology, Bioresources in the following year. This choice of sets of 3 Departments may be changed with consent from the six Departments under Biological Sciences and the sponsor. The sponsor plans to increase the fund of the endowment in order to increase the number of prizes from 6 to 12 in future.

Followings are the prizes:

- i) Sultana N. Nahar Distinguished Teacher of the Year for a faculty member for the best research publications and teaching in Zoology or Clinical Biochemistry,
- ii) Sultana N. Nahar Distinguished Teacher of the Year for a faculty member for the best research publications and teaching in Biochemistry or Biotechnology,

- iii) Sultana N. Nahar Distinguished Teacher of the Year for a faculty member for the best research publications and teaching in Botany or Bioresources
- iv) Alburuj R. Rahman prize for the best Ph.D. thesis for a graduating Ph.D. student in Zoology or Clinical Biochemistry,
- v) Alburuj R. Rahman prize for the best Ph.D. thesis for a graduating Ph.D. student in Biochemistry or Biotechnology,
- vi) Alburuj R. Rahman prize for the best Ph.D. thesis for a graduating Ph.D. student in Botany or Bioresources

Each prize will consist of a certificate of excellence and an honorarium. The certificates will be signed by the Vice Chancellor or Pro Vice Chancellor of the university, the Dean of Faculty of Science and the Chair of the Department. The amount of honorarium will depend on the available fund as explained below.

Out of the available fund for the prizes, distribution can be made such that 66% of the fund will be used for the faculty and 34% for the student prizes. In the present arrangement for the 6 prizes, each of the 3 faculty prizes will receive an honorarium of 22% and each of the 3 student prizes will have an honorarium of about 11% of the total available fund.

4. The Prize Board of Trustees:

The Board will consist of the VC or the PVC or the person in charge appointed by the university, the Dean of Faculty of Science, Chairs of the participating Departments under Biological Sciences and the sponsor, Prof. Sultana N. Nahar.

For the best of motivation or encouragement, the academic committee of the Departments may suggest modifications or adjustment of the process. Any decision on the modification of the terms and conditions or relevant issues on the prizes can be made by over 50% of the members of the Board with consent from the sponsor.

5. Terms and Conditions for the prizes:

A. Sultana N. Nahar Distinguished Teacher of the Year prize for a faculty member:

Selection Criteria:

Nomination of this prize for a faculty member will be based largely on research publications and with whom at least one student has carried out his/her research for the Ph.D. or Master thesis or authored in one publication in a peer-reviewed journal in the past year. Points are distributed as follows:

- 60% weight of the nomination will come from research publications (published in the past year)
- 10% of the weight will come from on invited seminar, conference presentations, participating in organizing a conference or some other achievement that makes University of Kashmir known for its research.
- 10% weight of the nomination will come from the research students who will be given slips to give voting points for their advisors. A research student will give x-points out of 5 based on his/her best learning and understanding of the research topic, and x-points out of 5 on his/her intellectual and encouraging interaction with the advisor. On the slip the student will write the name of the advisor and put the total points.

- 10% weight will come from general voting of the students writing the name of the teacher from whom they learned maximum knowledge of the subject materials from the classes. In case the general vote is not possible at all, the Chair can make the judgment on the teaching skill of the faculty member based on number of students achieving higher performance in the class.
- 5% weight will come from the Chair of the Department based on the research work and interaction with the research students of the faculty member.
- 5% weight will come from the recommendation of the sponsor, Sultana N. Nahar, or her representative. In absence of the sponsor or her representative, the 5% will go to add to research students' top choice.

Weight on research publications will depend on i) number of published papers, ii) number of publications in journals with larger number of international readers such as western journals, iii) contribution of the author in a multi-authored paper.

Citation: "In recognition of the outstanding research publications and training and inspiring students to advanced research"

The citation may include the research topic for which the prize is awarded.

B. Alburuj R. Rahman Best Ph.D. Thesis Prize for a student:

Selection Criteria:

Selection of this prize will be for a Ph.D. thesis which has already been recommended for awarding the degree. The nomination will have

- 70% weight from publications (published, in press, submitted),
- 10% weight from conference and other public presentations and pre-submission presentation,
- 20% from postgraduate academic record.

Publication score will depend on i) number of publications (published, accepted papers), ii) number of publications in journals with larger number of international readers such as western journals, iii) contribution of the author in a multi-authored paper, and iv) quality of recommendation report of the external examiner.

An evaluation committee consisting of the Chair and two faculty members will determine the score.

Citation: "In recognition of the best Ph.D. thesis and academic excellence at graduation (name of the subject)"

6. Evaluation Process:

i) Near the end of an academic year, the Departments will initiate the awarding process. The academic committee of the Department may form a prize committee of three to five faculty members. All faculty members in the prize committee and the Chair are also eligible to be nominated. A notice will be circulated for each faculty member to submit his/her CV and copies of their publications of the past year to the Chair of the respective Department before the selection. The CV will contain the list of publications (published, in press, submitted), conference/seminar/public presentations, participating roles in organizing conferences or workshops, and any other credentials and achievements in the past one year.

The research students will be asked to give points for their advisors in paper slips where they write the points and the name of the advisor, but not their names.

Points from general votings from the classes will be collected.

ii) All graduating Ph.D. students will be asked to provide their credentials (such as printout of their papers, abstract of the thesis, conference presentations, updated CV) and other extra-curricular achievements in the office of the Department Chair.

iii) Evaluation of points under each criteria: In each criteria, such as, conferences, publications etc., points will be given to each applicant. The maximum point, MAXA, among the candidates for a criteria will be used for normalization of point for that criteria. For example, maximum percentage for conferences is MAXC. Then MAXA will be converted equal to MAXC. For any other application with point "Point", the normalized point will be

$$P_{norm} = \text{Point} (\text{MAXC} / \text{MAXA})$$

iv) Research publication criteria:

a) Science Citation Indexed (SCI) journals: 10 point

b) Non SCI but refereed and good journals: 7 points

c) Non SCI but refereed journals: 5 points

d) Research work of the paper collaborated with colleagues working in developed countries (2-3 authors): 2 points (extra)

e) Paper published in conference proceedings: 4 points

v) For the Author: The Following points are based on the traditional custom that authors are listed according to their contributions unless it is alphabetical where equal contributions of authors are assumed.

Single author: 100%

First author (non-alphabetical) or the last author who could be the leader of the project: 90%

Second author (non-alphabetical): 80%

Third author (non-alphabetical): 70%

Fourth author (non-alphabetical): 50%

Fifth or any position author (non-alphabetical): 40%

vi) The prize committee of each Department will make selection of faculty member and student with maximum points. The Chair and the prize committee may approve one or two winner/s in case of close points for the prize. In case of two nominees with almost equal points, the prize money can be divided into two. Each winner will receive the certificate of excellence and half of the honorarium.

vii) Department will send the names of all winners to the Prize Board headed by the University personnel who will approve them and inform the winners. The prizes will be presented formally with the certificate of excellence and an honorarium to each winner.

7. Prize Ceremony:

To honor the winners and inspire others to make the best effort, it is suggested to hold the prize ceremony in combination with other events or in an event where the largest university audience will be present and publish the news of the winners in the university news media.



REGISTRAR

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Cert.Endowment-SNNahar/Reg/KU/17

17th March 2017

The University is pleased to acknowledge receipt with thanks, an amount of USD \$12,000 (in cash) from *Prof. Sultana N. Nahar* working at the Department of Astronomy, The Ohio State University, Ohio (USA) today on 17th March, 2017 on account of Endowment Fund for proposed S. N. Nahar Teacher and A. R. Rahman Student Prizes in Biological Sciences in the University of Kashmir.

A handwritten signature in black ink, appearing to read 'Musadiq A. Sahaf'.

Prof. Musadiq A. Sahaf



UNIVERSITY OF KASHMIR

NAAC Accredited Grade – 'A'

Hazratbal, Srinagar – 06

<http://www.kashmiruniversity.net>

M: Endowment/REG/KU/17

Dated: 17th March 2017

Deputy Registrar,
(Accounts).

Subject: Receipt of an amount of USD \$12,000 from Prof. Sultana N. Nahar.

Sir,

I am directed to enclose herewith, an amount of USD \$12,000 (US Dollars Twelve Thousand Only) in cash received from *Prof. Sultana N. Nahar*, Department of Astronomy, The Ohio State University, Ohio, USA on account of Endowment Fund for proposed "S. N. Nahar Teacher" and "A. R. Rahman Student" Prizes in Biological Sciences in the University of Kashmir. The same may kindly be deposited in the University's Foreign Donations Account (FCRA) Acc. No.: 50100125531123 (HDFC Bank, Hazratbal Branch, Srinagar) till the matter is approved by competent bodies.


Private Secretary to Registrar

Copy for information and necessary action to:

- *Dean Academic Affairs;*
- *Joint Registrar (General);*
- *PRO to Vice Chancellor for kind information of Hon'ble Vice Chancellor.*