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To:

Professor Farzana Islam  
Vice Chancellor  
Jahangirnagar University  
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Ref: Six annual Sultana N. Nahar prizes in physics, one for the best teaching and one for the best research, and four for the best undergraduate students in Jahangirnagar University

Dear Professor Farzana Islam,

Assalamu alaikum.

Thank you for the meeting on November 22 when we, which included you, ProVC, Professor Tahmina Fedous, Professor A.A. Mamun and I, discussed the above mentioned prizes. During the meeting we discussed revisions of terms and conditions for faculty prizes proposed in 2008 and for the student prizes proposed in 2011. Although the terms and conditions remain basically the same, they are now simpler because of redistribution of points for the nominations. With you we decided to implement the faculty prizes at 60% or more approval from the faculty members of Physics Department and continue for 5 years to watch its success before making it permanent. For the student prizes, we decided to change one scholarship in to four prizes.

Following the meeting with the faculty members in Physics Department on November 22, after the meeting with the VC, we decided to award the faculty research and students in 2014. The best teaching prize is not possible for 2014 as students are not available due to their final exams.

Each prize will consist of a certificate which will be signed by the Vice Chancellor, Dean of Sciences, and Chair of Department of Physics, and an honorarium of Tk.10,000 for the faculty prizes, and Tk.4000 for the best student prizes. In addition, each faculty prize will accompany a crest. Money for all prizes will come from Sultana N. Nahar Trust Fund Education Scholarship which has the current value of Tk.6,20,000.00 (copy as given to me on November 22, 2014 is attached) in November 2014. The fund is expected to increase with time with extra profit, after payment of prizes, to be added to the capital for a new investment and is expected to increase the honorarium amount in future. All prize winners will be selected before the end of the academic or calendar year as decided by the Department of Physics. Both the Vice Chancellor and the Dean of Science will be informed about the winners qualifications, asked to sign the certificates and invited to the award ceremony.

Followings are the terms and conditions and distribution of points for the prizes as formulated by the sponsor, Sultana N. Nahar, in consent with the faculty members attended the meeting in Department of Physics on November 22, 2014. In case of equal points, each prize can be divided into more than one person.

**Teaching and Research prizes:**

The objectives of the teaching and research prizes are to recognize the best teaching in class and educational interaction with students, and for research publications in Department of Physics in the previous year. These prizes will involve students choice based on their learning experience in nominating the teachers.

All faculty members, including those serving in the prize evaluation committee, are eligible to be nominated. However, during evaluation, the nominated member(s) with higher points should be replaced by another faculty member(s).

• **”Sultana N. Nahar prize for the Best Teacher in Physics”**: - The prize will carry 90% weight from students choice. A student will make from 1 to 3 selections of faculty members on the criteria ”from whom he/she has acquired maximum knowledge of the subject through in-class lectures and inspirational and intellectual interactive discussions”. 5% weight will come from the Chair of Physics Department based on his/her judgment on teaching, such as completion of syllabus and effort for the lectures, of the nominated teachers. In the event the Chair himself or herself is nominated, the 5% weight will be decided by the prize committee overseeing the procedure. The recommendation of the sponsor, Sultana N. Nahar or her representative, will carry the rest 5 % weight to the choice. In absence of the sponsor or her representative, the 5% will be added to the students top choice.

- Certificate citation: ”For outstanding teaching skill that provided a better understanding of physics to a large group of students”

- Qualifying voters are current undergraduate and graduate students with major in physics or astronomy or biophysics or subjects related to physics.

- The students will be informed about the criteria of nomination, as stated above, before voting and given the ballots or slips to write the name of the faculty member(s).

- The voting could be electronic or through a voting program that are commercially available.

- An alternative way to make the 90% weight of the nomination is from the highest point from the end of the year evaluation by the students.

- The winner may not necessarily be the best physicist in the department.

• **”Sultana N. Nahar prize for Distinction in Research in Physics”**: - This prize will carry 73% weight of nomination from research publications (published, in press, submitted combined). Conference or seminar presentations, organizing conferences or workshops, bringing some honor that makes the university known for its research will carry 7% weight of the nomination. 10% weight 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. The recommendation of the Chair, based on the work in the research topic and student interaction, will carry 5% weight of the award nomination. The recommendation of the sponsor, Sultana N. Nahar, or her representative will carry 5% weight of the nomination. In absence of the sponsor or her representative, 5% weight will go to add to research publications.

- Certificate citation: ”For outstanding research contributions and achievements in physics and astronomy, and training and inspiring graduate students to advanced research”

- A notice will be circulated for each faculty member to submit his/her CV to the Chair of the Department before the end of academic or calendar year. The CV will contain the list of

publications (published, in press, submitted), conference, seminar, public presentations, roles in organizing conferences or workshops in the past one year, and print out of publications.

- Research publication weight will depend largely on i) number of publications, ii) single or multi-authors in the papers, iii) role or contribution of the faculty member in the paper, if the author list is more than one name, and to some extent on i) standard of the publishing journals.

### **Student prizes**

- **"S.N. prize for the Best Undergraduate Student in Physics"**: - This has 4 prizes, the best student from the 1st year exam, 2nd year exam, 3rd year exam and the final top student from cumulative 4 years of B.Sc.

- The academic committee of Physics Department will form a prize evaluation committee which is recommended to include two senior professors who are informed of research activities.

- Professor Tahmina Ferdous will be the permanent member of the prize evaluation committee for both the faculty members and the students.

- Professor A.A. Mamun will represent Sultana N. Nahar for communication of issues, attending meetings and convey the points for prizes on her behalf when she is away.

- To recognize the honorees with appreciation all prizes will be awarded at the maximum exposure of faculty members, students, and other university members. Their news with pictures will be published in the widely circulated university as well as, if possible, in some national news media.

I believe that the recognitions will inspire and enhance learning excellence and academic environment, and will enrich research contributions in Department of Physics.

With best regards and wishes,



Dr. Sultana N. Nahar