

INSTRUCTION KEY

**Chancellor's
Award
2021**

The Kerala State Higher Education Council

CHANCELLOR'S AWARD 2021

Key for filling the application and criteria for awarding marks

Chancellor's Award is instituted for those universities in the State for which His Excellency Governor of Kerala acts as the Chancellor. These universities are now classified in to two categories (1) **Multi-disciplinary Universities** (2) **Specialized Universities**. The award money for the category of the *Multi-disciplinary Universities* is **Rs. 5 Crores** and that for the *Specialized Universities* category is **Rs.1 Crore**.

Following are the two categories.

Multidisciplinary Universities	Specialized Universities
University of Kerala	Kerala Agricultural University
University of Calicut	Sree Sankaracharya University of Sanskrit
Mahatma Gandhi University	Kerala University of Fisheries and Ocean Studies
Kannur University	Kerala University of Health Sciences
Cochin University of Science and Technology	Kerala Veterinary and Animal Sciences University
Sree Narayana Guru Open University	Thunchath Ezhuthachan Malayalam University
	APJ Abdul kalam Technological University
	Kerala Kalamandalam of Art and Culture
	Digital University of Kerala

The data entered/uploaded in the application should be related to that of the **evaluation period (1st July 2020 to 30th June 2021)**, The data entered should be only of the University concerned and its constituent colleges. Data of the **affiliated colleges should not be included**.

The brief one-page note, wherever specified under the respective question heads, must be numbered and should be within 500 words.

The format for data entry consists of two main parts

(A) **Basic Information** and

(B) **Criteria part** comprising

1. Knowledge Generation,
2. Knowledge Dissemination,
3. Student Profile,
4. Academic Governance,
5. Social Impact.

The total marks awarded are 1000.

The Basic Information sheet must be filled accurately as this is the benchmark data used for calculation in the respective sections.

Following keys for the corresponding questions may be referred while updating the information for the respective items in the criteria sheet.

1.1.(a) Number of Research papers published in peer reviewed journals with impact factor >1 (greater than 1):

(Upload data sheet) (Template: Sheet 1.1.a)

1.1.(b) Number of Research papers published in peer reviewed journals with impact factor <1 (less than 1):

The Research papers published in peer Reviewed Journals having no impact factor:- the number of papers/faculty ratio will be taken and full marks will be awarded to the University having highest percentage of achievement and proportional marks to other universities.

(Upload data sheet) (Template: Sheet 1.1.b)

1.1.(c) Number of papers presented in National & International Conferences:

The ratio adopted will be number of papers/number of faculty. Full marks will be awarded to the University having higher percentage of achievement and proportional marks to others.

(Upload data sheet) (Template: Sheet 1.1.c)

1.1.(d) Total citations (department wise) of the university:

1.1.(e) H-Index of the University (Department wise)

1.2.(a) No. of departments recognized by SAP/Advance Centres/DST/FIST/any other (specify)

1.2.(b) Ongoing projects with funding above 5 Lakhs in respect of evaluation period

The ratio adopted for awarding marks will be number of projects above Rs. 5 Lakhs divided by number of faculty.

(Upload data sheet) (Template: Sheet 1.2.b)

1.2.(c) Total project fund secured in the evaluation period:

The ratio will be **total amount (in Lakhs) of funds secured in lakhs/number of faculty**, and the University having highest percentage of achievement will be awarded full marks, and proportionate marks to others.

(Upload data sheet) (Template: Sheet 1.2.c)

1.3. Prestigious Research awards received from professional bodies/ scholarly societies/National/ International Academies

(Upload data sheet) (Template: Sheet 1.3)

Full marks to the University having highest number of awards and proportional marks to other universities.

1.4. Chair/Endowments established per Department in the University/own constituent colleges during the evaluation period:

The ratio will be the number of chairs/endowments divided by number of departments/constituent colleges. Full marks to the University having highest percentage of achievement and proportional marks to other universities.

(Upload data sheet) (Template: Sheet 1.4.)

1.5. Number of Ph. Ds awarded:

The criteria will be total number of Ph. Ds divided by total number of approved Ph.D. supervisors. Full marks to the university having highest percentage of achievement, and proportional marks to others.

(Upload data sheet) (Template: Sheet 1.5)

1.6. (a) Number of patents filed (Upload details number wise)

1.6. (b) Number of patents granted (Upload details number wise)

Marks will be awarded based on the number of patents filed and granted. Documentation to be submitted by the Universities. Full marks to the University with highest achievement and proportional marks to others.

2.1. Technology transferred during the evaluation period:

Marks will be awarded based on the number of technologies developed at the university level and transferred. Documentation to be submitted by the Universities. Full marks to the University with highest achievement and proportional marks to others.

2.2. Number of journals published by the University with impact factor greater than 0.5

Marks will be awarded based on the number of journals published by the university having impact factor greater than 0.5.

(Upload data sheet) (Template: Sheet 2.2.)

2.3. (a) Number of books published by faculty through reputed publishers (ISBN)- authored

It is the ratio of Number of books divided by Total number of faculty

(Upload data sheet) (Template: Sheet 2.3.a)

2.3. (b) Number of books published by faculty through reputed publishers (ISBN)-edited.

Full marks to the University which secures highest percentage of achievement and proportional marks to others.

(Upload data sheet) (Template: Sheet 2.3.b)

2.4. (a) Innovations in Teaching- The progress made in implementing the Outcome Based Education (OBE) scheme at curriculum, Teaching Learning, Assessment levels by the university and Declaration of Graduate Attributes during the assessment period: (Upload One Page Note)

Specify the details (numbered) regarding the declaration of Programme Outcomes (POs) Programme Specific Outcomes (PSOs) and Course Outcomes (COs) on University website and also how far OBE scheme has been adopted in Instruction methods, Assessment Process and Attainment of Outcomes (subject wise/department wise)

(Upload the document)

2.4. (b) Measures introduced in the University procedures to improve courses/ and to initiate new course/ programmes-level of internationalization & contextualization

(a one page-note not exceeding 500 words)

2.4. (c) Innovations in Teaching- No. of Interdisciplinary Programs started, if any (upload list)

(Upload data sheet) (Template: Sheet 2.4.c)

2.4. (d) Innovations in Teaching- Steps taken to ensure the quality of Ph.D. thesis

(Upload the document)

2.4. (e) Is plagiarism check mandatory for submission of Ph.D./M.Phil and also name the software used. (one page note)

2.4. (f) Use of ICT in Teaching- Measures taken/used in adopting ICT in Instruction and Assessment activities in the University during the evaluation period

(Upload details and provide link of brief video presentation not exceeding 5 minutes)

2.4. (g) Remedial measures for enhancing skills/knowledge of students particularly from socially weaker sections (one page note)

2.5. Number of Students who have received awards/recognition for Research eg: Young Scientist Award and other such academic awards

Full marks will be awarded to the University having highest number of achievements and proportional marks to other universities based on the number of awards.

(Upload data sheet) (Template: Sheet 2.5)

2.6. Number of Startups/ Enterprises started by students/Alumni during the evaluation period supported by documentary evidence. (one page note)

Marks will be awarded based on the achievements of the universities.

2.7. Number of National/ International Seminars & Conferences conducted by the University (funding/part funding should be from National/International agencies).

With regard to National/ International seminars, conferences & consultancy assignments, maximum marks will be awarded to the University with highest number of achievement, and proportional marks to others

(Upload data sheet) (Template: Sheet 2.7)

2.8. Number of consultancy assignments undertaken by the university

Maximum marks will be awarded to the University with highest number of consultancy assignments and proportional marks to others (Upload details, numbered)

2.9. Number of Massive Open Online Courses (MOOC) – offered by the university (evaluation period)

2.10. (b) number of students registered for MOOC Courses during the evaluation period

2.10. (c) Number of credits permitted//reckoned for MOOC Course

Marks will be awarded based on their achievements.

3.1. Number of students who obtained NET/JRF/GATE/KSCST Fellowships

The criteria will be total number of students obtained NET/JRF/GATE/KSCST Fellowship during the assessment period with respect to total number of students. Full marks will be awarded to the university having highest percentage of achievement and proportional marks to other Universities. (Upload List)

3.2. Total number of students getting scholarships/freeships etc. under government/other schemes during the evaluation period

(Upload data sheet) (Template: Sheet 3.2.)

3.3. Number of students placed through the University Placement Cell (Upload List)

3.4. Number of students admitted to various Ph.D. programmes

(Upload data sheet) (Template: Sheet 3.4)

3.5. Number of Ph.D. holders admitted to Post-Doctoral programmes

3.6. (a) Number of foreign students (Masters, M.Phil, Ph.D/others)

Marks will be awarded based on the number of foreign students. Full marks to the university having highest number

(Upload data sheet) (Template: Sheet 3.6.(a))

3.6. (b). Number of students from other states of the country (%)

(Upload data sheet) (Template: Sheet 3.6.(b))

3.7. No. of students secured top three positions in Extra-curricular and Co-curricular activities in Sports, Culture and Arts in National/International levels (top three positions achieved)

Full marks will be awarded to the University with highest achievement and proportional marks to others

(Upload data sheet) (Template: Sheet 3.7.)

3.8. Number of Seats/Number of Applications (department wise) for PG programmes

(Upload data sheet) (Template: Sheet 3.8.)

4.1. (a) Grade Awarded by NAAC/ICAR/MCI/VCI: Marks will be awarded according to the grade obtained by Universities.

4.1. (b) Multiple accreditations, if any (upload details)

(Upload data sheet) (Template: Sheet 4.1.(b))

4.2. Ranking by NIRF: Minimum one mark for submitting the application for NIRF ranking, and marks for Universities according to their ranking

4.3. Additional infrastructure facilities/ equipment over and above the mandatory minimum requirements for Persons With Disabilities (PWDs): (one page note)

Marks will be awarded based on the achievements.

4.4. Nature of Automation Process of Student Enrolment/Registration related matters (one page note)

4.5 Examination:

(a) Average time for declaration of UG examination results based on the time taken for the Completion of the last theory examination and the date of publication of results (in days) (one page note)

(b) Average time for declaration of PG examination results based on the time taken for the Completion of the last theory examination and the date of publication of results (one page note)

(c) Measures taken for modernization of examinations
(a brief one page note to be submitted)

(d) Time taken for completing reevaluation of answer script (one page note)

4.6. E-Governance initiative:

(a) Administration ((a brief one-page note)

(b) Academic (a brief one-page note)

4.7. Issuance of Academic Calendar on the day of admission

(a brief one-page note)

4.8. Alumni Contribution to the University during the assessment period (amount in lakhs) (a brief one-page note)

4.9. Tapping of private endowments other than alumni contribution for improving building physical infrastructure, Research Centre, instituting scholarships for students Etc., (in University Departments and its constituent colleges separately)

(Upload data sheet) (Template: Sheet 4.9.)

4.10. (a) Demand and intake capacity ratio of University hostels -Number of Units available for students

(Upload data sheet) (Template: Sheet 4.10a.&b)

4.10.b) Ratio of Demand-supply of Hostel Accommodation

(Upload data sheet) (Template: Sheet 4.10a.&b)

4.11. Rating of University website – user friendly, no. of visitors, frequency of updates, hyper links to other universities/Govt. of India/ Govt. of Kerala, FAQs, facility for interaction and information provided

9One page note)

4.12. Number of Faculty recharging strategies (FDP-FIP, Administrative Staff College etc.) Brief write – up

Marks will be awarded to the universities based on their achievements in making the website user- friendly, hyper links to the websites of other universities/Govt. of India/ Govt. of Kerala institutions, FAQs, facility for interaction and information provided, number of visitors, frequency of updates etc.,

4.13. Students' grievances' redressal mechanism. (one page note)

4.14. University Library/ Department Libraries Collection:

(a) Range of reference material

(collection of the material should be provided department/school/centre wise and their type (books, thesis, journals, etc)

- (b) Number of print journals subscribed to with impact factor more than 2.0 (upload list)
- (c) Number of e -journals subscribed to with impact factor more than 2.0 (upload list)
- (d) Facilities like computer automated literature search, remote Library access of books and journal
(one page note)
- (e) Membership in Kerala Academy Library Network (KALNET) mention (yes/no)

4.15. Laboratory: Steps taken to establish common instrumentation facilities

(List of Major Facilities in working condition-one page note)

4.16. Details of funds received from UGC/MHRD/RUSA/ Govt. of Kerala/ Govt. of India agencies: (in lakhs)

Tabular sheet shall be provided for different funds from different agencies (item wise)

4.17. Funds received in 2019-20 for which utilization certificate is to be submitted (one page note)

4.18. Presentation by Vice Chancellor-*Vision of the University*

5.1. Social Inclusiveness of the University System

(% of SC, ST, OBC, Women, Transgenders among the Faculty, Students and Non-Teaching Staff)

Indicates the details of total number of students (Male/Female/Transgender) studying in the institution during the evaluation period, also requires different categories of students/faculty members/non-teaching staff of the university

(Upload data sheet) (Template: Sheet 5.1.)

5.2. Student Enrolment:

- (a) Increase in student enrolment in the assessment year (2019-20) from the previous year (Total Students)
- (b) Increase in Student Enrolment in the assessment year (2019-20) from the previous year (SC students)
- (c) Increase in Student Enrolment in the assessment year (2019-20) from the previous year (ST students)

(d) Increase in Student Enrolment (First Gen learners) in the assessment year (2019-20) from the preceding year

(Upload data sheet) (Template: Sheet 5.2.(a,b,c,d))

5.3. Resource Sharing of academic/research/infrastructure resources by the university (one-page note)

5.4. Number of outreach -programmes conducted by the University. (Exhibitions, Camps etc)

(Upload data sheet) (Template: Sheet 5.4.)

5.5. Adoption of Green Technology, making the campus eco-friendly, Waste Management, Water harvesting, utilization of Solar energy, Plastic free campus and Greening of campus, (one-page brief note) Work/Initiatives during the evaluation period

(Upload details and provide link of brief video presentation not exceeding 5 minutes)

5.6. Research work of relevance to society/Industry (one-page note)

(Upload details and provide link of brief video presentation not exceeding 5 minutes)

5.7. Unique Kerala Specific factor of the University (one-page brief note)

(Upload details and provide link of brief video presentation not exceeding 5 minutes)