

**CIRCULAR**

**Dear Colleagues,**

I am very much thankful to you all for all the efforts put in by you that brought credentials to the Institute in the form of achieving accreditation of NBA-AICTE and NAAC-A grade by UGC. However, as regards, NIRF ranking we stood 71 in the year 2016, 90 in the year 2017 and now we are placed between 101-150 in the year 2018. It shows the decline in our performance / ranking and it's time to analyze and improve in the weak areas to get better ranking in the coming year 2019.

The National Institutional Ranking Framework (NIRF) was approved by the MHRD and the rankings were declared by Honorable Minister of Human Resource Development on 3rd April 2018. This framework outlines a methodology to rank institutions across the country. The methodology draws from the overall recommendations and broad understanding arrived at by a Core Committee set up by MHRD, to identify the broad parameters for ranking various universities and institutions. The parameters broadly cover "Teaching, Learning and Resources," "Research and Professional Practices," "Graduation Outcomes," "Outreach and Inclusivity," and "Perception". For the details please visit the website <https://www.nirfindia.org>. In the back ground of slide down in the Rank, I am requesting all the faculty members to discuss and come out with solutions / measures to improve the scoring in all the parameters detailed above. Each one of the above parameter is evaluated for 100 and overall score is calculated for 100, based on which ranking is given.

As Principal of CBIT, I would like to urge all of you to practice the following so that we can get a better ranking in the next year rankings, as we still have 8 months of time to do a lot for improvement in the weak areas.

**Professor:**

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**Role:** Professors provide academic leadership to the Institute, primarily through demonstrating and fostering excellence in research, teaching, professional activities and policy development at a variety of levels - within the academic discipline, within the academic unit, within the institution and within the wider community.

**Research:** Professors are crucial to the research effort of the Institute. They are expected to provide guidance and assistance to junior staff in developing their capacity for teaching and research. Professors need to secure substantial grants which cover teams including junior staff while others will carry on research at lower cost and/or at a more individual level. In many disciplines, provision of an environment for honors and post-graduate students is dependent upon the ability of the professor to attract external funds.

**Responsibilities:** Professors should be role models in their relationships with students in particular and with staff at all levels in general. They should inspire the students and guide them. Prepare and submit research proposals to funding organizations, involve junior faculty in the research and consultancy. Approach industry for the collaborative projects/ solutions to problems faced by industry; Publish quality technical papers in peer reviewed/ Scopus indexed/Thomson Reuters journals. Organize and publish papers in the conferences/seminars/FDPs. Involve the students of UG/PG/Ph.D students in the paper publications'; Involve in the development of department and institute; Plan inter disciplinary research projects and collaborative projects with Foreign Universities with the DST funding; Visit the DST,UGC, AICTE,DBT, DRDO labs, ISRO, and other sponsoring organizations from time to time for the announcements and apply accordingly for the funding.

## Associate Professor:

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**Role:** To undertake research-led teaching at different levels on undergraduate and/or postgraduate level and to regularly collect and respond in courses taught at student feedback. Involve in administration duties along with professor for the development of department and institute.

**Research:** They are expected to provide guidance and assistance to junior staff in developing their capacity for teaching and research. Associate Professors need to get substantial grants from funding agencies. They should involve in curriculum development and guiding the students.

**Responsibilities:** Guide both UG/PG students and mentor them. Prepare and apply research proposals to funding organizations, involve junior faculty in research and consultancy. Publish quality technical papers in peer reviewed/ Scopus indexed/Thomson Reuters journals. Organize and publish papers in the conferences/seminars/FDPs. Involve UG/PG/Ph.D students in the paper publications. Involve in the development of department and institute. Collaborate with the professors for inter disciplinary research projects. Visit the sites of DST,UGC, AICTE, DBT, DRDO labs, ISRO, and other sponsoring organizations for time to time for the announcements and apply accordingly for the funding.

## Assistant Professors:

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**Role:** To undertake quality teaching at different levels in undergraduate and/or postgraduate courses; regularly collecting and responding to student feedback; Involve in administration duties along with Associate Professors / Professors for the development of department and institute.

**Research:** One of the most important aspects of an assistant professor's career is to perform research within the field of study being taught. As with other aspects of the position, the exact nature of the research will depend on the subject itself.

**Responsibilities:** The primary responsibility of an assistant professor is to conduct assigned undergraduate and graduate courses and seminars. Additionally, the assistant professor is to serve as class teacher/attendance monitoring teacher to students; should serve on college committees; engage in scholarly activities, and/or creative endeavors which contribute to the academic mission of the Institute. Serve on graduate committees; supervise laboratories, independent study activities, Perform such other related tasks and duties as assigned by the department or Institute. Publish quality technical papers in peer reviewed/ Scopus indexed/ Thomson Reuter's journals. Attend and publish papers in the conferences/seminars/FDPs.

The students, staff and faculty members should continue their pursuit of excellence in all the key parameters to get better ranking. To go up in the ranking ladder, the Institute would now focus on its research profiles as well as industry collaborations and endeavor to get the students placed in the best companies and research institutions worldwide and actively work on outreach and perception.

I look forward for your cooperation and involvement in activities mentioned above for achieving new milestones to make CBIT a research focused institution

Sd/-

**Dr P Ravinder Reddy**

Principal