

PMRF Progress Reviews : May 2022

Timelines indicated below will not be extended.

1. PMRF fellows admitted in the following cycles will be reviewed in May 2022
 - a. Cycle 1 (May 2018, Direct and Lateral)
 - b. Cycle 3 (May 2019, Direct and Lateral)
 - c. Cycle 5 (May 2020, Direct and Lateral)
 - d. Cycle 6 (Dec 2020, Direct)
 - e. Cycle 7 (May 2021, Lateral)
2. Each PMRF fellow who will be reviewed is required to submit the following through the PMRF portal between on or before 31 May, 2022.
 - a. Fellow's Web-page link
 - b. Brief description of research topic (Text to be entered) along with the title of the research project
 - c. 4-page document containing CV and work done in the last one year (from May 2021- April 2022), Suggestion to restrict the CV to one page.
 - d. One page document indicating the Teaching work they have done for the past one year. Format :

Report on TA work carried out :

Place of Work : <Name of College/University/School/NPTELCourse name..>

Nature of Work : <Tutorials, Demonstrations...> with a short description of not more than 100 words.

Dates when this work was carried out :

Planned work, incase this work is not carried out yet :

Signature of the Fellow :

- e. Name and email address of the Research Advisors/Guides
- f. Contact Phone Number
- g. State of Domicile

Deadline for submission of review documents by scholar in the portal : May 31, 2022

3. Once the Fellows finish submission of files and details described in (2) above, an email will be triggered to the Research advisors, requesting them to upload their evaluation/recommendation as a pdf. Once the advisors submit their recommendations, an email will be triggered to the respective Fellow indicating that the submission by

advisor is complete. This information will help them remind their advisors to submit this letter by the deadline

Deadline for submission of Recommendation Letter by Advisors/Guides : June 6, 2022.

4. Fellows to submit their presentation slides in the portal from May 30-June 6. The presentation duration is about ten minutes, Fellows are required to prepare slides accordingly.

The suggested content of the slides are:

- (i) Motivation and introduction slide about the problem that the fellow worked on in the past 1 year
- (ii) Details of work done on the problem including salient results
- (iii) Conclusion and Future Work

The presentations would be made available to the review panel through the Nodal coordinators.

Deadline for submission of presentation slides : June 6, 2022

5. Nodal coordinators (who are responsible for the reviews in respective Broad Areas/Disciplines - listed in Table 1 at the end of the document) will be given login details to the portal, and they can download an excel sheet with information containing candidate name, email ids, and the details submitted by the candidate from June 1, 2022.
6. **Reviews (online)** will be held between 8th June- 29th June 2022 by the respective Nodal Coordinators specific to each Broad Area (listed in Table 1 below). The Nodal coordinators will directly communicate with the Fellows regarding the date, time and meeting links.

The fellow can make a presentation for about 10 minutes to an expert review panel consisting of 2-3 members, which will be followed by a rigorous question-answer session by the panel. The total time (including switch-over time) per fellow would be around 20 minutes. The supervisor should not be present during the review session. Further, not all members of the review process, namely, the PMRF fellow and the experts will be from the same institution.

The review panel experts have access to the information already submitted by the PMRF fellows (and the letters submitted by the supervisors). The presentation needs to highlight the work done in the past one year. Number of slides may be restricted so that the total presentation time is not more than 10 minutes.

Direct entry fellows in their first year are expected to discuss their research proposal, literature review and update their course work details.

7. One of the following would be recommended by the Review Panel for each Fellow.

1. Recommended with commendation
2. Progress satisfactory, continue fellowship/restore full fellowship if downgraded earlier
3. Needs improvement
 - a. Previous review comments were either 1 or 2, so continue fellowship. Detailed comments that justify "Needs improvement" must be given by the review panel.
 - b. Previous review comment was 3a, some progress compared to previous review but not satisfactory yet, reduce fellowship to institute level; research grant to continue as is. Detailed comments that justify reduction of fellowship must be given by the review panel.
 - c. Previous review comment was 3a or 3b, minimal progress demonstrated, remove from fellowship. Detailed comments that justify removal of fellowship must be given by the review panel.

Detailed comment for each fellow will be given - especially for those who would receive the comment "Needs Improvement". Specific technical inputs will be specified, because of which the review panel feels that the Fellow needs improvement. The detailed comments would be shared with the fellow.

Panel members would go through the details submitted by the Fellow, **before** the review meeting.

8. Review Panel will be apprised/sensitized with the following information:

- a. The previous progress reviews were done in December 2021 for all in list given in (1) except those in Cycle 6. Reviews within 6 months of previous reviews is carried out only as a one-time effort to streamline the yearly review process of May and

Dec cycles. There will be another round of reviews in Dec, 2022 as well for those who joined in the cycles other than mentioned in (1) above.

- b. Fellows will present the progress from May 2021-April 2022. These timelines are requested to be considered while deciding the final comments.
- c. Written reports on Teaching Responsibilities are being asked for the first time. Due to covid pandemic the fellows may not have had an opportunity to do the work outside their institutes. These uncertainties due to Covid Pandemic are requested to be considered while deciding the final comments. Fellows are informed to fill in the plan for completing the Teaching requirements.
- d. The details of the final comments to be given are well apprised of.

9. Details of the comments received by the Fellow in the previous years would be made available to the reviewers

Table 1 : List of Nodal Institutes responsible for Reviews

No	Broad Area	Nodal Inst.
1	Civil Engineering, Earth Science, Architecture, Ocean and Naval Engg.	IITRoorkee
2	Mechanical Engineering, Aerospace Engineering, Design	IITBombay
3	Electrical Engineering, Electronics Engineering	IITMadras
4	Computer Science & Engineering, Data Science, Mathematics	IISc
5	Biomedical Engineering, Biological Sciences, Agricultural Sciences	IITDelhi
6	Chemical Engineering, Textile Engineering	IITGuwahati
7	Materials Science and Metallurgical Engineering, Mining Engineering	IITKanpur
8	Physics	JNU
9	Chemistry	BHU
10	Interdisciplinary areas in Science and Engineering	IITKharagpur