

PANJAB UNIVERSITY CHANDIGARH

From: The Deputy Registrar(Colleges), Panjab University, Chandigarh-160014	To The Principal, Of All the colleges (other than Education and Physical Education) affiliated to Panjab University Chandigarh.
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No. Misc. / A-5/ 42116-42222

Dated 31/10/2013

Dear Sir/madam,

The Senate at its meeting held on 29.09.2013 vide paragraph LIX dated 29.09.2013 approved the template for the selection of Assistant Professor/ Associate Professor in the colleges other than Education and Physical Education. A copy of the template alongwith its guidelines/instructions are being sent herewith which may kindly be followed strictly in letter and spirit for the selection of Assistant Professor/ Associate Professor with immediate effect.

DA as above.

Yours faithfully,


Deputy Registrar (Colleges)

Criteria recommended to be followed for the selection of Assistant Professor/Associate Professor in the Colleges (other than Education & Physical Education Colleges) affiliated to Punjab University, Chandigarh

Academic Record & Research Performance		Assessment of Domain Knowledge & Teaching Skills		Interview		Final Score (Total weightages 100)	Remarks		
50%		30%		20%					
Research Performance		Assessment of Domain Knowledge & Teaching Skills		Interview		Final Score (Total weightages 100)	Remarks		
Bachelor's Degree	Master's Degree	***Publications/ Patents*** (As per UGC Guidelines)	Achievements in Extra-curricular activities (NSS and/or NCC/ sports/ youth welfare)**** and achievement in academic activities	Teaching Experience/ Post-doctoral fellowship/ Post-doctoral project from a public funding agency****	Assessment of Domain Knowledge	Teaching Skills including Presentation directly relevant to the subject appearing for interview			
(%age of marks obtained in Bachelor's degree multiplied by 0.05 (i.e. out of 5)	(%age of marks obtained in Master's degree multiplied by 0.15 (i.e. out of 15)	NET only - 10 marks Ph.D. only - 10 marks NET +M.Phil** - 10 marks +%age of marks obtained in M.Phil multiplied by 0.05 (i.e. out of 5) Ph.D. + NET - 15 marks							
05	45	15	10	05	10	10	20	100	

* Colleges other than Education & Physical Education

** Marks for M.Phil. to be counted only if it is awarded by a University, which is recognized by the UGC or the course is approved by the Distant Education Council. No credit for M.Phil. is to be given to a Ph.D. In case of an approved Assistant Professor/Lecturer having only M.Phil. (Non-NI and Non-Ph.D) he or she will be awarded %age of marks obtained in M.Phil. multiplied by 0.05 (i.e. out of 5).

*** Maximum upto 150 reduced to 10, on division by 15

**** 1/2 mark for each half year/semester of teaching of Undergraduate Classes only and 1 mark for each half year/semester for teaching Under-graduate well as Post-graduate classes or only Post-graduate classes, upto a maximum of 10 marks (more than four and a half months will be taken as semester) and

I mark for each half academic year/semester for Post-doctoral fellowship/Post-doctoral Project from a public funding agency in India/Post-Doctoral fellowst from some foreign agency/country/University, upto a maximum of 10 marks.

Weightage:

I. NSS and/or NCC

Certificates Marks

A 1
B 2
C 3

II. Youth Welfare

O 1
B 2
A 3

Youth Festivals & Cultural Activities conducted by the Universities +
Departments & Ministries, Government of India

III. Sports

State Level (Participation) 1
National Level (Participation) 2
International Level (Participation) 3

IV. Youth & Other Cultural Activities conducted by the University

Zonal Level 1
Inter Zonal Level 2
Inter-University Level 3

V. Winners and Runner-ups of -

- Gold Medal for Dr. Hazari Prasad Dwivedi Essay Contest on Emotional Integration of the Country;
- Prem Chand Short Story Prize;
- The Krishan Kishore Gower Memorial Goodwill Declaration Contest;
- A.C. Bai Memorial Declaration Contest;
- Gold Medal in the memory of Late Shri Shiv Kumar Baraiwi relating to Panjabi Poetry;
- Principal Jai Kishan Prize

Winners - 2 Marks
Runner-ups - 1 Mark

Guidelines/instructions:-

1. Statement of experience certificate:-

" this is to certify that _____ S/o D/o _____ has been working has been working/has worked as Assistant Professor (Regular/Temporary/Ad hoc/Contract/ Guest Faculty/ Part-time) in the consolidated salary/pay-scale of ₹ _____ mention consolidated salary/pay-scale) w.e.f. _____ to _____ "

This is further certified that he/she has been taking/ has taken the assigned _____ hrs. per week workload for teaching under-graduate/ Postgraduate classes during the above mentioned period.

2. For Regular/Temporary/Ad hoc/ Contract teachers having workload of at least 10 hrs. per week, the allocation of marks would be as mentioned in the footnote of the template.

For guest Faculty/Part-time teachers the allocation of marks would be half of the marks mentioned in the footnote of the template.

3. The teaching experience to be counted in an academic year should consist of the total period for which a candidate has worked, irrespective of break/s;

4. The candidates would fill all the information including impact factor about publication/patents (15 points) and qualification of Ph.D/ NET, etc. (out of 15), and academic distribution (5 marks) under "Research Performance"& submit details of Teaching experience etc. (5 points) on the prescribed Certificate. The screening committee would authenticate the same along with he details about academic Record (15 points) to be filled-in by the candidate and checked by the office.

5. Screening will be done on the basis of the marks obtained by the candidate out of 60 taking into account the column "Academic record & Research Performance, teaching experience (PG/UG classes) and post doctoral fellowship / post doctoral project from public funding agency", and the candidates obtaining higher marks (in order of merit) will be called for interview.

6. The number of candidates to be called for interview may be increased for the 1st post and by multiple of 10 for 2nd post onwards, as under:

1st post	-	20 candidates
2nd post	-	10 additional candidates (30 candidates)
3 rd post -		10 additional candidates (40 candidates)
and so on.		

Plus All eligible Scheduled Castes, Scheduled Tribes and Physically Handicapped candidates.

7. The following Note-2, under "CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS" is very much clear that points are to be shared equally and not to be divided equally:

The score for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all the other authors.

For example, if a paper has 'M' authors, which are amongst the first/principal author, the corresponding author/supervisor/mentor and 'N' remaining authors, then each of 'M' authors will get 60% marks each (say M-1 or M-2 or M-3 will get 60% marks each) and the remaining authors will get 40% marks each)(say N-1 or N-2 or N-3 will get 40% marks each).

8. The experience be counted from the date of eligibility, i.e., Ph.D. or UGC-N.E.T., provided the appointment is approved by the concerned University;

9. The condition that a candidate has to obtain a minimum 13 marks out of 40 marks meant for teaching skills, domain knowledge and interview, will not be applicable in case of selection in the affiliated Colleges. However, it will be applicable in the case of consideration of name of the candidate for final selection in the University.

10. **The members of the Selection Committees be made aware of the apprehension of deliberately failing a candidate in interview, who has secured high marks in academics, just to appoint another candidate.**