

(TO BE SUBSTITUTE BEARING SAME NO. AND DATE)

From

Principal Secretary Govt. of Haryana,  
Higher Education Department,  
Haryana, Chandigarh.

To

✓ All The Principals ,  
Govt. Aided Private Colleges in State of  
Haryana

Memo No. KW 8/36-2009 C-IV(3)


Dated, Panchkula the 14.03.2017

**Subject: Revised criteria for filling up of vacant sanctioned posts of  
Assistant Professors and Principals in Govt. Aided Private  
Colleges of Haryana.**

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Kindly refer to the subject cited above.

The revised criteria for the selection of Assistant Professors and  
Principals in the Govt. Aided Private Colleges of Haryana has been approved by  
the State Govt. The copy of the revised Criteria is enclosed herewith for further  
necessary action.

  
14/3/17

  
Superintendent C-IV

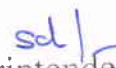
O/o Principal Secretary to Govt. Haryana,  
Higher Education Department,  
Haryana.

Endst. No. Even

Dated, Panchkula

A copy is forwarded to the followings for information and necessary action:-

1. Registrar, Kurukshetra University, Kurukshetra.
2. Registrar, Maharishi Dayanand University, Rohtak.
3. Registrar, Ch. Devi Lal University, Sirsa.
4. Registrar, Ch. Ranbir Singh University, Jind.

  
Superintendent C-IV

O/o Principal Secretary to Govt. Haryana,  
Higher Education Department,  
Haryana.

**Criteria for the selection of Assistant Professor in the Govt. Aided Private Colleges in the State of Haryana.**

**Criteria Distribution**

**Marks Distribution**

(A) Academic Record	50 marks
(B) Assessment of Domain Knowledge & Teaching Experience	37.5 marks
(C) Interview Performance	12.5 marks
	<b>Total = 100 marks</b>

**(A) Academic Record**

**I Matriculation (Max 5 Marks)**

75% and above
(0.25 marks for each percent of marks)

**II 10+2 (Max 5 Marks)**

75% and above
(0.25 marks for each percent of marks)

**III Bachelor Degree (Max 5 Marks)**

61% and above up to 90%
(0.17 marks for each percent of marks)

**IV Graduation with Honours 60% and above (Max 5 marks)**

**V Master Degree (Max 15 Marks)**

56% and above
(0.40 marks for each percent of marks)

**VI NET/JRF+Ph.D./D.Phil 10 Marks**

**VII Merits (Max 05 marks)**

Gold Medal at PG Level Stood 1 <sup>st</sup> in the State/Central University (5 Marks)	Gold Medal at UG Level Stood 1 <sup>st</sup> in the State/Central University (5 Marks)	Topper in Board Examination at 10+2 Level(State board/ICSE/CBSE) (5 Marks)
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**(B) Assessment of Domain Knowledge & Teaching Experience (37.5 Marks).**

**I Publications (Maximum 8 Marks)**

a)	Subject Books (ISSN/ISBN)	03 Marks for each book
b)	Research paper in referred international journal (ISSN/ISBN) with impact factor	03 marks for each publication (as per impact factor)
c)	Research paper in referred national journal (ISSN/ISBN) with impact factor	02 marks for each publication (as per impact factor)

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**II Research Performance (Max 07 Marks)**

	Research paper presented in:	Marks
a)	International Seminar	03 marks for each paper Max. of 2 papers
b)	National Seminar	01 marks for each paper Max. of 7 papers

**III Co-curricular Activities (Max 7.5 Marks)**

a)	Debates/Declamation/Quiz/Poetic/Recitation /Literary/Fine Arts/Culture etc.	01 marks for each state level position 02 marks for each national level position
b)	N.C.C. (C. Certificate) N.C.C. ( B. Certificate)	02 marks 01 marks
c)	NSS Certificate National Level	01 marks

**IV Sports (Max 05 Marks)**

a)	Position at International Level	5 Marks
b)	Position at National Level	1 <sup>st</sup> Position-4marks, 2 <sup>nd</sup> Position-3 marks, 3 <sup>rd</sup> Position-2 marks
c)	Graded Position at Inter-University Level	1 <sup>st</sup> Position-3marks, 2 <sup>nd</sup> Position-2 marks, 3 <sup>rd</sup> Position-1 marks

Certificate of gradation from Sports Department of state Govt. is required in support of above mentioned claims.

**V Teaching Experience (Max 10 Marks)**

**01 Marks for each academic year, (0.5 marks for each semester)**

**C Interview (12.5 Marks)**

- |       |  |                    |
|-------|--|--------------------|
| (i)   | Subject knowledge including presentation of 4 to 5 minutes duration on a given topic & concept clarity | 4 marks            |
| (ii)  | Communication skills & ICT knowledge   | 3.5 marks +2 marks |
| (iii) | Overall Personality  | 3 marks            |

**Notes:**

- UGC/State Government Rules/instructions and relevant service rules will be followed in the recruitment process.
- Weightage for only one highest certificate of value will be considered for determining the overall merit. Sports certificates must be of a discipline and tournament recognized by the Sports Department, Department of Haryana and Association of Indian Universities.
- Teaching experience may be considered only of those candidates who have taught the concerned subject (Arts/Sc./Com./B.Ed.) after acquiring the eligibility qualifications.
- For Assistant Professors appointed in B.Ed. colleges, equal weightage is to be given to percentage in M.A./M.Sc./M.Com and M.Ed.
- For SC candidates appearing in SC specific interview, the eligibility would be 50%. However, weightage shall be given on acquiring marks as per as the above criteria.

  
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## Criteria for the selection of Principals in the Govt. Aided Private Colleges in the State of Haryana.

### Criteria Distribution

(A) Academic Background	(20 marks)
(B) Assessment of Teaching Experience and managerial skills	(35 marks)
(C) Research Performance based on API Score & Quality of Publication	(32.5 marks)
(D) Interview Performance	(12.5 marks)
<b>Total = 100 marks</b>	

### Marks Distribution

Sr. No.	A) Academic Record	Maximum 20 marks
I.	Essential eligibility qualification 55% marks at P.G. level with Ph.D. (For SC candidates 50% marks at P.G. level with Ph.D.)	0 mark
II.	55%	0 marks
III.	56% and above	0.3 marks for each percentage maximum 10 marks) shall be awarded.
(A)	<b>Good Academic Record</b>	<b>Maximum Marks 10</b>
I.	The candidate with consisting good academic record i.e. throughout 75% and above marks in all examination i.e. 10th, prep. Or+2, B.A.	10 Marks
II.	75% and above marks in one of the lower examination i.e. B.A., prep. Or+2, Matric	06 Marks
III.	75% and above marks in one of the lower examination i.e. B.A., prep. Or+2, Matric	03 marks
(B)	<b>Assessment of Teaching Experience and managerial skills</b>	<b>Maximum 35 marks*</b>
I.	15 years experience being essential qualification	0 mark
II.	Above 15 years experience	01 marks for each year to the maximum of 10 marks.
III.	NCC(ANO)	01 marks for each academic to the session to the maximum of 2 marks
IV.	NSS (Programme Officer)	01 marks for each academic to the session to the maximum of 2 marks.
V.	Controller of Exams	01 marks for each academic to the session to the maximum of 2 marks.
VI.	Hostel Warden/Supdt.	01 marks for each academic to the session to the maximum of 2 marks.
VII.	Bursar	01 marks for each academic to the session to the maximum of 2 marks.
VIII.	Incharge Time Table	01 marks for each academic to the session to the maximum of 2 marks.
IX.	Incharge Women Cell	01 marks for each academic to the session to the maximum of 2 marks.
X.	Incharge SC/ST Committee	01 marks for each academic to the session to the maximum of 2 marks.
XI.	Incharge Placement Cell/E.W.Y.L. Committee	01 marks for each academic to the session to the maximum of 2 marks.
XII.	Editor in Chief College Magazine/Convenor prospectus committee	01 marks for each academic to the session to the maximum of 2 marks.
XIII.	Incharge culture affairs	01 marks for each academic to the session to the maximum of 2 marks.
XIV.	Incharge Sports/Games	01 marks for each academic to the session to the maximum of 2 marks.
XV.	Member Advisory Council	01 marks for each academic to the session to the maximum of 2 marks.
XVI.	Incharge Discipline Committee	01 marks for each academic to the session to the maximum of 2 marks.
XVII.	Convenor NAAC/UGC/IQAC	01 marks for each academic to the session to the maximum of 2 marks.

  
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XVIII.	Staff representative to local Governing Body/VC Nominee on college governing body.	01 marks for each academic to the session to the maximum of 2 marks.
XIX.	Convenor purchase and disposal committee.	01 marks for each academic to the session to the maximum of 2 marks.
XX.	Convenor construction committee	01 marks for each academic to the session to the maximum of 2 marks.
XXI.	Coordinator/Organising Secy. of International/ National/State level Seminar / Confernces/Functions/Events	01 marks for each academic to the session to the maximum of 2 marks.
XXII.	Member/office bearer of various statutory bodies of the universities.	01 marks for each term to the maximum of 2 marks.
XXIII.	University works incharge	01 marks for each academic to the session to the maximum of 2 marks.
<b>(C)</b>	<b>Research Performance</b>	<b>Maximum 32.5 Marks</b>
I.	Consolidated API points from Category 3 upto 400 points, no marks will be given. Points more than 400 will be assigned 1 marks for each 10 API points upto a maximum of 32.5 marks. The API Score table for the Principal will be as per UGC norms.	
	(d) Interview	12.5 Marks**
I.	Knowledge of service and Financial Rules, ICT Tools	4 Marks
II.	Decision Making, Leadership & Communication skills	4.5 Marks
III.	Overall personality	04 Marks
	<b>Total</b>	<b>100 Marks</b>

\* Only one benefit will be allowed in one academic session in respect of B. The in-charge/convenor will be given mark/marks allotted to the concerned committee. The member of the committees, wherever member has not been mentioned in the above list of committees, will also be allowed 0.25 marks for each membership upto a maximum of 1 marks in total for each academic session. It is further clarified that if a person repeats to be the convenor/member of a specific committee for a number of years, the maximum years for each committee should be considered upto 2 years only.

\*\* Performance in interviews shall also be assessed in terms of knowledge of service and Financial Rules, Decision marking, Leadership, Communication skills & using ICT tools in teaching etc. apart from the Academic achievements and overall personality. Each member of the selection committee will assess the candidates and will assign marks individually in all the three categories mentioned at D above. Out of marks allotted to each category and average of marks awarded by all the members of the selection committee will be added to the credit of candidates for selection.

**Notes:**

- i) UGC instructions and relevant service rules will be followed in the recruitment process.
- ii) Teaching experience may be considered only of those candidates who have taught the concerned subject (Arts/Sc./Com/B.Ed.) after acquiring the eligibility qualifications.
- iii) For Principals to be appointed in B.Ed. colleges, equal weightage is to be given to percentage in M.A./M.Sc./M.Com and M.Ed.
- iv) For SC candidates the weightage of marks shall be given at par on acquiring marks as per the above criteria.

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