

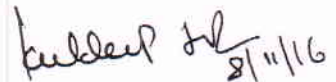
Public Notice

OFFICE OF DIRECTOR OF HIGHER EDUCATION, HARYANA PANCHKULA

- Order No. 8/36-2009 C-4(1)

Dated: Panchkula the 27.10.2016

A committee was constituted to propose the Selection Criteria for the selection of Principals and Assistant Professors in Govt. Aided Private Colleges. The draft Selection Criteria has been submitted by the committee. Before submitting the criteria to the State Govt. for approval, it has been decided to have comments/suggestions/observations of all the stakeholder. The proposed criteria is available at www.highereduhry.ac.in. The suggestions/changes may be uploaded on the portal of Higher Education Department within seven days for consideration or may be sent through mail at hechrycollege4@gmail.com.


Kuldeep Singh
27/10/16

Deputy Director-IV
O/o Director Higher Education
Haryana, Panchkula.

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

Criteria Distribution

- (A) Academic Record
- (B) Assessment of Domain Knowledge & Teaching Experience
- (C) Teaching skills, Presentation of 4-5 Minutes on a given topic
- D) Interview Performance

Marks Distribution

- 50 marks
- 30 marks
- 05 marks
- 15 marks
- Total 100 marks

(A) Academic Record

I Matriculation(Max 5 Marks)

76 % and above
(0.25 marks for each percent of marks)

II 10+2 (Max 5 Marks)

76 % and above
(0.25 marks for each percent of marks)

III Bachelor Degree (Max 10 Marks)

61% and above
(0.30 marks for each percent of marks)

IV Master Degree (Max 15 Marks)

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

V NET+Ph.D/D.Phil 5 Marks

VI Merits(Max 10 Marks)

Gold Medal at PG Level Stood 1st in the State/Central University	Gold Medal at UG Level Stood 1st in the State/Central University	Topper in Board Examination at 10+2 Level (State board/CSE/CBSE)
(5 Marks)	(5 Marks)	(5 Marks)

B Assessment of Domain Knowledge & Teaching Experience(30 Marks)

1 Publications (Maximum 10 Marks)

a)	Subject Books (ISSN/ISBN)	03 marks for each book
b)	Research paper in refereed International Journal (ISSN/ISBN) with impact factor	02 marks for each publication
c)	Research paper in refereed National Journal (ISBN/ISSN) with impact factor	01 mark for each publication

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Research Performance (Max 05 Marks)

	Research paper presented in:	Marks
a)	International Seminar	02 marks for each paper
b)	National Seminar	01 mark for each paper

III Co-curricular Activities (Max 05 Marks)

a)	Debates/Declamation/Quiz/Poetic/ Recitation / Literary/ Fine Arts/Cultural etc.	01 mark 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 mark
c)	NSS certificate	01 mark National Level

IV Sports (Max 05 marks)

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

Certificate from sports department of state Govt. is required in support of above mentioned claims.

V Teaching Experience (Max 5 Marks)

01 Mark for each academic year, (0.5 mark for each semester)

C Teaching skills- Presentation of 4 to 5 minutes duration on a given topic- 5 Marks

D Interview (15 marks)

- (i) Subject Knowledge & Concept Clarity 5 marks
- (ii) Communication Skills & ICT Knowledge 5 marks
- (iii) Overall Personality 5 marks

Notes:

- I) UGC/State Instructions and relevant service rules will be followed in the recruitment process.
- II) 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.
- III) 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.

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- U) For Lecturers appointed in B.ed. Colleges, equal weightage is to be given to percentage in M.A./ M.Sc. / M.Com and M.Ed.
- V) 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 Govt. Aided Private Colleges in the State of Haryana

Criteria Distribution

- (A) Academic Background
- (B) Assessment of Teaching Experience and managerial skills
- (C) Research Performance based on API Score & quality of Publication
- (D) Interview Performance

Marks Distribution

- (25 Marks)
- (30 Marks)
- (25 Marks)
- (20 Marks)
- Total 100 marks**

Sr. No.	A) Academic Record	Maximum 25 Marks
(i)	Essential eligibility qualifications: 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 Mark
(iii)	56% and above	0.5 Marks for each Percentage(Maximum 15 marks) shall be awarded (for Science including MA Mathematics) 1 mark for each Percentage (Maximum 15 marks) shall be awarded for Humanities and Commerce.
Good Academic Record		
(iv)	The candidate with consistent good academic record i.e. throughout 60% and above marks in all examination i.e. 10, Prep. Or + 2, B.A	10 Marks
(v)	60% and above marks in any two of the examinations i.e. B.A, Prep. Or +2, Matric	06 Marks
(vi)	60% and above marks in one of the lower examination i.e. B.A, Prep. Or +2, Matric	03 marks
B.) Assessment of Teaching Experience and managerial Skills		Maximum 30 Marks*
(i)	15 years experience being essential qualification	0 Mark
(ii)	Above 15 years experience	01 Mark for each year to the maximum of 5 marks
(iii)	Experince as officiating Principal	01 mark for each semester (max 06 marks)
(iv)	NCC(ANO)	01 Mark for each academic session
(v)	NSS (Programme Officer)	01 Mark for each academic session
(vi)	Controller of Exams	01 Mark for each academic session
(vii)	Hostel Warden/Supdt.	01 Mark for each academic session
(viii)	Bursar	01 Mark for each academic session

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(ix)	Incharge Time Table	01 Mark for each academic session
(x)	Incharge Women Cell	01 Mark for each academic session
(xi)	Incharge SC/ST Committee	01 Mark for each academic session
(xii)	Incharge Placement Cell/E.W.Y.L Committee	01 Mark for each academic session
(xiii)	Editor in Chief College Magazine/Convenor prospectus Committee	01 Mark for each academic session
(xiv)	Incharge cultural affairs	01 Mark for each academic session
(xv)	Incharge Sports/Games	01 Mark for each academic session
(xvi)	Member Advisory Council	01 Mark for each academic session
(xvii)	Incharge Discipline Committee	01 Mark for each academic session
(xviii)	Convenor NAAC/UGC/IQAC	02 Marks per item
(xix)	Staff representative to local Governing Body/VC Nominee on College governing body.	01 Mark per item
(xx)	Convenor Purchase and Disposal Committee	01 Mark for each academic Session
(xxi)	Convenor Construction Committee	01 Mark for each academic session
(xxii)	Coordinator/Organising Secy. Of International/National/State level Seminar/Conferences/Functions/Events	01 Mark for each Event
(xxiii)	University Works incharge	01 mark for each academic session
	(c) Research Performance	Maximum 25 Marks
(i)	Consolidated API points from Category 3 upto 400 points, no marks will be given. Points more than 400 will be assigned 1 mark for each 10 API points upto a maximum of 25 marks. The API Score table for the Principal is given in Annexure-A	
	(d) Interview	20 Marks**
(i)	Knowledge of Service and Financial Rules, ICT Tools.	10 Marks
(ii)	Decision Making, Leadership & Communication Skills	05 Marks
(iii)	Overall personality	05 Marks
	Total	100 Marks

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* 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 mark 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 making, 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 candidate 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 lecturers 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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Annexure-A

API Score Table for Direct recruitment of Principals of Govt. Aided Private Colleges in Haryana

Category III Research and academic contributions

Brief Explanation: Based on the teacher's self assessment, API Scores are proposed for research and academic contribution. The self assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

Sr. No.	APIs	Facilities of Arts & Language/Social Science/ Life Sciences/ Sciences/ Education/Comm. & Mgt.	Max. Points for College Principals		
			API Score	Self Appraisal score+	Verified API Score
III A	Research papers* Published in:	Refereed journals with impact factor 5 and above	45/Publication		
		Refereed Journal with impact factor between 2 and 5	35/Publication		
		Refereed Journal with impact factor between 1 and 2	30/Publication		
		Refereed and Indexed Journals	20/Publication		
		Refereed journals(Fine Arts: Participation in international exhibition/workshop with one's own work-15 points each	15/Publication		
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers(Fine Arts: Participation in international exhibition/workshop with one's own work 10 points each; state level-5 points each)	10/Publication		
		Conference proceedings as full papers, etc.(Abstracts not to be included)	10/Publication		
III B	Research Publications* (books, Chapters in books, other than referred journal articles)	Text or Reference Books published by international Publishers with an established peer review system with ISBN.	50/Sole author (book) and 10 each chapter in an edited book		
		Subject Books by National level publishers/State and Central govt. Publications with ISBN/ISSN numbers.(Fine Arts: Solo exhibition of one's own work-25 points each)	25/Sole author (book) and 5 each chapter in an edited book		

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		Subject Books by other local publishers with ISBN/ISSN numbers	15/sole author (book) and 3 each chapter in an edited book		
		Chapter contributed to edited knowledge based volumes published by international Publishers with ISBN	10/chapter		
		Chapter in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories.	5/chapter		
IIIC	Research Projects				
i	Sponsored projects carried out/ongoing	(a) Major project (amount mobilized with grant above Rs. 5.00 lakhs)	20/project		
		(b) Major project (amount mobilized with grants above Rs. 3.00 lakhs upto Rs. 5.00 lakhs)	15/project		
		(c) Minor projects (amounts mobilized with grants above 25000 upto Rs. 3.00 lakhs)	10/project		
(ii)	Consultancy Projects carried out/ongoing	Amount mobilized with minimum of Rs. 2.00 lakhs	10 per every Rs. 2 lakhs		
(iii)	completed projects quality evaluation	Completed project report (Accepted by Funding Agency)	20/each major project and 10/ each minor project		
(iv)	Projects outcome/outputs	Major Policy document of Govt. Bodies at Central and State level	30/each national level output; 50/ each for international level		
III D Training Courses and conference/Seminar/Symposium/Workshop papers					

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(i)	Refresher courses, Methodology workshop, training, teachers Learning Evaluaion Technology Programmes, Soft skills development Programmes, Faculty Development Programmes(max. 30 points)	Not less than two seeks duration. One week duration. Less than one week duration.	20/ each 10/ each 5/ each			
(ii)	Papers in conferences/Seminars/Symposia/workshops etc. **	Participation and presentation of research papers(oral/poster) in International Level national level Regional/State Level Local-University/College Level	10/ each 7.5/ each 5/ each 3/ each			
(iii)	Invited for conference/seminars/workshop/symposia to deliver lectures/chair sessions	International Level National Level Regional/State Level Local-University/College Level	10/ each 7.5/ each 5/ each 3/ each			

+ to be filled by candidate

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* The API 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 the other authors. For examples, if the total score for a publication is 10(say), then the First, Principal author, the corresponding author, supervisor, co-supervisor and mentor would get 6 points each and the other authors would get 4 points each.

**API Score for III (D) (II) will be claimed solely by the author who participated and presented the paper (oral/poster). However, if a paper presented in the Conference/Seminar is published in the form of proceedings, the points would accrue for the publication(iii)(a) and not under presentation III(d) (II).

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Note: Date of publication of research paper will be 1st January in case of journals published annually, 1st day of the half year in case of journals published half yearly, 1st day of the Quarter in case of journals published quaterly, 1st day of the month in case of journals published monthly and likewise.

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