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Guidelines for Screening and or Shortlisting of candidates for Appointment to the Post of Associate Professor (Centre for Hindu Studies) in the University

Applications received for the faculty positions at the level of Associate Professor shall be screened as per details given below:

I. Methodology for University Teachers (Associate Professor) for Calculating Academic/ Research Score

(Assessment would be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.)

| Sr. No. | Academic/Research Activity | Faculty of Sciences /Engineering/Agriculture/Medical/ Veterinary Sciences & other related disciplines | Faculty of Languages/ Humanities/Arts /Social Sciences/Library/Education/Physical Education / Commerce/Management & other related disciplines |
|---------|--|---|---|
| 1. | Research Papers in UGC CARE list or SCOPUS indexed *(refer point no. 5 of "Shortlisting of candidates: Criteria and Process") | 08 per paper | 10 per paper |
| 2. | Publications (other than Research papers) | | |
| | (a) Books authored which are published by; | | |
| | International publishers | 12 | 12 |
| | National Publishers | 10 | 10 |
| | Chapter in Edited Book | 05 | 05 |
| | Editor of Book by International Publisher | 10 | 10 |
| | Editor of Book by National Publisher | 08 | 08 |
| | (b) Translation works in Indian and Foreign Languages by qualified faculties | | |



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| | | | |
|----|---|--|--|
| | Chapter or Research paper | 03 | 03 |
| | Book | 08 | 08 |
| 3. | Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula | | |
| | (a) Development of Innovative pedagogy | 05 | 05 |
| | (b) Design of new curricula and courses | 02 per curricula/course | 02 per curricula/course |
| | (c) MOOCs | | |
| | Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit) | 20 | 20 |
| | MOOCs (developed in 4 quadrant) per module/lecture | 05 | 05 |
| | Content writer/subject matter expert for each module of MOOCs (at least one quadrant) | 02 | 02 |
| | Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit) | 08 | 08 |
| | (d) E-Content | | |
| | Development of e-Content in 4 quadrants for a complete course/e-book | 12 | 12 |
| | e-Content (developed in 4 quadrants) per module | 05 | 05 |
| | Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) | 02 | 02 |
| | Editor of e-content for complete course/paper/e-book | 10 | 10 |
| 4 | (a) Research guidance | | |
| | Ph.D. | 10 per degree awarded 05 per thesis submitted | 10 per degree awarded 05 per thesis submitted |



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| | M.Phil./PG Dissertation | 02 per degree awarded | 02 per degree awarded |
|----|--|-----------------------|-----------------------|
| | (b) Research Projects Completed | | |
| | More than 10 lakhs | 10 | 10 |
| | Less than 10 lakhs | 05 | 05 |
| | (b) Research Projects On going: | | |
| | More than 10 lakhs | 05 | 05 |
| | Less than 10 lakhs | 02 | 02 |
| | (d) Consultancy | 03 | 03 |
| 5. | (a) Patents | | |
| | International | 10 | 10 |
| | National | 07 | 07 |
| | (c) Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government) | | |
| | International | 10 | 10 |
| | National | 07 | 07 |
| | State | 04 | 04 |
| | (c) Awards/Fellowship | | |
| | International | 07 | 07 |
| | National | 05 | 05 |
| 6. | *Invited lectures/Resource Person/paper presentation in Seminars/Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conference sand also published as full paper in Conference Proceedings will be counted only once) | | |
| | International (Abroad) | 07 | 07 |
| | International (within country) | 05 | 05 |
| | National | 03 | 03 |
| | State/University | 02 | 02 |

The Research score for research papers would be augmented as follows:



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UGC-CARE list or SCOPUS indexed (Impact factor to be determined as per Thomson Reuter's list):

- | | | | |
|------|--|---|-----------|
| i) | Paper in refereed journals without impact factor | - | 5 Points |
| ii) | Paper with impact factor less than 1 | - | 10 Points |
| iii) | Paper with impact factor between 1 and 2 | - | 15 Points |
| iv) | Paper with impact factor between 2 and 5 | - | 20 Points |
| v) | Paper with impact factor between 5 and 10 | - | 25 Points |
| vi) | Paper with impact factor >10 | - | 30 Points |

(a) Two authors: 70% of total value of publication for each author.

(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding the nit can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5 (b) Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- Their search score shall be from the minimum of three categories out of six categories.

II. Screening of candidates: Criteria and Process

1. The Screening Committee will draw a list of all the candidates indicating the research score scored by them in descending order i.e. starting from the candidate getting the highest marks towards the candidates getting the lower marks.
2. For appointment to the post of Associate Professor in the University Departments, there is a requirement of a total research score of Seventy Five (75) as per criteria given in Section I of this document.
3. Further, a minimum of 30 candidates for the first vacancy and 10 candidates for every additional vacancy shall be called for interview in order of their ranks in the list prepared by the Screening Committee on the basis of marks scored by the candidates for each category. All the applicants having score same as the cut off arrived at for a category shall also be shortlisted for the interview.
4. The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further the period of active service spent on pursuing research degree



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simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion.

5. The publications to be considered for award of marks for the screening purpose, as indicated in the table given above, shall be from UGC CARE list or SCOPUS indexed.
6. In case of any dispute with regard to screening of the applications, the decision of the Screening Committee shall be final.
7. The status of short-listing will be made available on the dashboards of the respective applicants for information.

III. Important Note

1. The entire onus of the content/authenticity of the information being provided with the form of application, and its attachments shall exclusively rest with the applicant in terms of eligibility for recruitment and for subsequent selection through due process.
2. The University shall, in no way, be responsible for any error/omission/commission/suppression of relevant information by the applicant knowingly/unknowingly/overtly/covertly while filling up the application form and uploading the documents required therein.
3. In case the applicant gets screened/selected/appointed on the basis of the credentials furnished by him/her which are on scrutiny, found to be incorrect/inadmissible/forged/fabricated/falsified, his/her candidature shall be liable to be cancelled at any stage of the recruitment/at any time during the tenure of the service and appropriate legal action under the applicable law shall be initiated against the applicant.
4. The University reserves the right to modify/withdraw/cancel any communication made to the applicant. In case of any dispute arising out of such a situation, the decision of the University shall be final and binding on the applicant.
5. The University shall advertise the vacancies likely to occur in the succeeding six months.
6. All the shortlisted candidates shall be assessed through presentations, to have a prima facie assessment of the candidates. The assessment of the Presentation Assessment Committee shall be made available to the Selection Committee. The assessment shall be in the form of following gradings:
 - A for Excellent
 - B for Good
 - C for Average
 - D for Poor
7. Assessment made by the Presentation Assessment Committee shall only be indicative, and shall not be a binding on the duly-constituted Selection Committee for the Recruitment of Associate Professors in the University, whose decision shall be final.

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