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UNIVERSITY OF DELHI

**Recommendation of the Committee constituted by the Competent Authority to revisit the Screening Guidelines for appointment of Assistant Professor in the Colleges of the University.**

**A. Composition:**

The composition of the Committee is as follows:

1. Prof. Balaram Pani, Dean of Colleges, (Chairperson);
2. Prof. Shri Prakash Singh, Director South Delhi Campus;
3. Dr. Vikas Gupta, Registrar;
4. Prof. Ajay Kumar Singh, Dean Faculty of Commerce;
5. Prof. Vivek Suneja, Dean FMS;
6. Prof. Savita Roy, Member of E.C. & Principal, Daulat Ram College;
7. Prof. Poonam Verma, Member of E.C. & Principal Shaheed Rajguru College of Applied Sciences for Women;
8. Prof. K. P. Singh, Department of Lib. & Info. Sc.;
9. Prof. Arun Attree, Former member of A.C. & Principal, Shaheed Bhagat Singh College;
10. Dr. Rohan Rai, Joint Registrar (Establishment);
11. Mrs. Meenakshi Sahay, Joint Registrar (Recruitment), Member Secretary.

**B. Schedule of conduct of meetings:**

Meetings of the Committee held on 23.11.2022, 28.11.2022 and 04.05.2023.

**C. Documents considered by the Committee:**

The following documents were considered by the Committee during its deliberations:

1. UGC Regulations 2018.
2. Guidelines for Screening and or shortlisting of candidates through direct recruitment issued by the University vide Ref. No.: Estab-IV/047/2021/192 dated 12.11.2021.
3. Record of Discussion regarding issues of Delhi University issued by MHRD (now Ministry of Education) on 05.12.2019.
4. Supreme Court Judgment in Civil Appeal No. 1007 and 1008 of 2021 titled Delhi University Contract Employees Union and anr. Vs. University of Delhi and ors.



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### **D. Scope of the Committee :**

To revisit the Guidelines for Screening and or shortlisting of candidates through direct recruitment for appointment as Assistant Professor in the colleges of the University.

### **E. Proceedings and Recommendations of the Committee:**

**E.1** At the outset, the Committee was apprised about the existing Guidelines for Screening and or shortlisting of candidates through direct recruitment for University and colleges. The committee was also apprised about the status of the recruitment being carried out in the College during the initial meetings and the challenges being faced.

**E.2** The Committee, during its initial meetings appraised the process of the recruitment being carried out in the colleges. Some of the members of the committee are Principals, who shared their experiences during the conduct of recruitment process in their respective colleges. The committee deliberated on the experiences of the Principals and feedback from experts who were part of the recruitment process and agreed to revisit the existing guidelines for shortlisting the Assistant Professor in Colleges for direct recruitment.

**E.3** The Committee in its meeting held on 04.05.2023 noted that many colleges had completed their ongoing recruitment, some were half way through and majority of the other colleges had advertised their vacancies and were in the process to proceed with the recruitments. The committee accordingly revisited the guidelines for shortlisting the Assistant Professor in Colleges for direct recruitment. It was noted that as per the existing guidelines the shortlisted candidates being called for the interview runs into thousands.

**E.4** The Committee during its previous meetings had also stressed the need for restricting the applicants to be shortlisted for interview keeping in view the guidelines for restricting the number of candidates shortlisted for interview issued by Department of Personnel and Training, Government of India and those issued for the recruitment in the departments of the University in this respect. The Committee also perused the record of discussion issued by Ministry of Education dated 05.12.2019, which recommended that the adhoc/contract/temporary faculty who fulfill the eligibility criteria shall be shortlisted for interview in the respective university and/or its colleges.



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**E.5** The various aspects of shortlisting of applicants for recruitment of Assistant Professor in the Colleges were dully deliberated upon in consideration of the documents mentioned in section C of this document to arrive at a set of guidelines that would enable seamless recruitment process while also safeguarding the interest of the faculty who had been working on adhoc/contract/temporary basis at the time of initiation of the ongoing recruitment process.

**E.6** After due deliberation the Committee proposed the following guidelines:

1. The revised guidelines as being proposed here under shall be applicable to all the advertisements for direct recruitment of Assistant Professor in colleges issued after 01.12.2023.

The existing guidelines will be applicable to the advertisements issued prior to this date.

2. As per the revised guidelines, the number of applicants shortlisted for interview for direct recruitment of Assistant Professor in colleges will be as follows:
  - a. The Screening Committee of the College(s) will draw a list of all the candidates indicating the marks scored by them in descending order i.e. starting from the candidate getting the highest marks towards the candidates getting the lower marks. The applicants securing less than 55 marks for Colleges will not be included in the list of shortlisted candidates. A relaxation of 05 marks be given to candidates belonging to SC/ST/PwBD.
  - b. 40 candidates (including bunching effect) for the first vacancy and 20 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 as per the table prescribed by UGC for shortlisting of candidates for the post of Assistant Professor in Colleges and adopted by the University as detailed below.
  - c. If 40 candidates are not available, then, the applicability of 55 marks as cut-off be relaxed till the specified number of candidates are available, subject to a maximum relaxation of upto 5 marks i.e., 50 marks for UR and 45 for SC/ST/PwBD.



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**Criteria for evaluation of candidates for determining their eligibility for their shortlisting for the interview.**

For the post of Assistant Professor, the criteria for evaluation of candidates for determining their eligibility for shortlisting shall be on based on a 100 point scale. The distribution of marks will be as follows:

**Table** Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Colleges of the University

<b>S.No.</b>	<b>Academic Record</b>	<b>Score</b>			
1	Graduation.	80% & Above = 21	60% to less than 80% = 19	55% to less than 60% = 16	45% to less than 55% = 10
2	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC / ST / OBC (non-creamy layer) / PwBD) to less than 60% = 20	
3	M.Phil. / M.Tech. / LLM / M.Ed. or equivalent	60% & above = 07	55% to less than 60% = 05		
4	Ph.D.	25			
5	NET with JRF	10			
6	NET	08			
	Research Publications (2 marks for each research publications)	06			
7	Teaching/Post Doctoral Experience (2 marks for one year each) #	10			
8	Awards				
	International/National Level (Awards given by	03			



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International Organizations /Government of India / Government of India recognized National Level Bodies)	
State-Level (Awards given by State Government)	02

# Experience rendered on Temporary/Adhoc/Contractual/Postdoctoral basis shall be taken into account only if the candidate is drawing salary/consolidated pay not less than Minimum Basic Pay as prescribed by UGC plus applicable Dearness Allowance (DA) from time to time.

#However, if the period of Teaching/Post-doctoral experience is less than one year, then the marks shall be reduced proportionately.

**Note:**

(A) (i) M.Phil./M.Tech./LLM/M.Ed. or equivalent+Ph.D.	Maximum – 25Marks
(ii) JRF/NET	Maximum – 10 Marks
(iii) In awards category	Maximum – 03 Marks
(B) Academic Score	– 84
Research Publications	– 06
Teaching Experience	– 10
Total Score	– 100

- 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 or as decided by the University on the recommendation of concerned department of the University from time to time.
- Further, the applicants who were on the rolls of any department in the University of Delhi or its colleges between 01.01.2022 to 31.03.2022 as adhoc/contract/temporary faculty shall be permitted to appear for interviews conducted for appointment of Assistant Professor in all the colleges subject to the condition as prescribed in point number 2(a) above in addition to prescribed number limits as given in para E6 (2) (b).



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This recommendation of the Committee is based on the “Record of Discussion” dated 05.12.2019 issued by the Ministry of Human Resource Development (now Ministry of Education) with respect to the issues of Delhi University and the judgment of Hon’ble Supreme Court in Civil Appeal No. 1007 and 1008 of 2021 titled Delhi University Contract Employees Union and anr. Vs. University of Delhi and ors., wherein special provisions for internal employees on adhoc/contract/temporary employees were made to enable them to participate in the recruitment process.

5. Further, direct recruitment of Assistant Professor in the colleges after the stage of shortlisting shall be carried out in two stages.  
**First Stage** – Assessment by Presentation Assessment Committee as defined at S.No. 6.  
**Second Stage** – Assessment by duly constituted Selection Committee as defined in Ordinance XVIII and notified vide notification numbered CNC-II/093/1(12)/2019-20/251 dated 03.10.2019.
6. The composition of the Presentation Assessment Committee for colleges will be as follows:
  - (i) Chairman of the Governing Body or A University Representative in the Governing Body nominated by the Chairperson of the Governing Body - Chairperson
  - (ii) Principal of the College
  - (iii) Teacher-in-Charge of the subject/discipline in the College
  - (iv) Two External Subject Expert nominated by Vice-Chancellor  
(In case of Colleges notified/declared as Minority Educational Institutions, the two subject experts shall be nominated by the Chairperson of the College Governing Body out the panel of five names, preferably from minority communities, recommended by the Vice Chancellor).
  - (v) An academicians representing SC/ST/OBC/Minority/Women/Differently abled to be nominated by the Vice-Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members does not belong to that category.

At least four members including Chairperson, one Expert and Principal shall form the quorum.



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7. The Committee will assess the shortlisted candidates through presentations, to have a prima facie assessment of the candidates and submit its assessment to Selection Committee, as per prescribed Proforma. The assessment shall be in the form of following grading:
  - A for Excellent
  - B for Very Good
  - C for Good
  - D for Average
  - E for Below Average
8. Assessment made by the above Committee would only be indicative and shall not be a binding on the duly constituted Selection Committee for the Recruitment of Assistant Professors in the Colleges, whose decision shall be final. (Composition of Selection committee for direct recruitment is as defined in Ordinance XVIII and notified vide notification numbered CNC-II/093/1(12)/2019-20/251 dated 03.10.2019).
9. The Proformas for assessment of candidate Shortlisted for direct recruitment of Assistant Professor in the colleges are as follows:
  - a. The proforma for assessment by Presentation Assessment Committee is enclosed as Annexure-I
  - b. The proforma for assessment by Selection Committee is enclosed as Annexure- II
10. The Colleges shall advertise the vacancies likely to occur in succeeding six months.

Meeting ended with vote of thanks to the Chair.

(Shri Prakash Singh)  
Co-Chairperson

(Balaram Pani)  
Chairperson