B.P.S. Mahila Viswavidyalya, Khanpur Kalan, (Sonepat) Haryana

(A State University recognized under section 2(f) and 12(B) of the U.G.C. Act 1956)

Advt. No. R/02/Dec/2013

The first women university in North India, equipped with the latest infrastructure and State-of- Art facilities, invites applications on prescribed format from the eligible candidates for appointment to following Teaching/ Non-teaching posts:-

Sl.No.	Name of Post	No. of Posts	Categories of posts	Pay Scale (Rs.)
Teaching Posts [for Centre for Indic & Asian Studies (CIAS) under UGC Scheme]				
1.	Professor	01	Gen	As per UGC Pay Scales
2.	Associate Professor	01	Gen	As per UGC Pay Scales
3.	Assistant Professor	01	Gen	As per UGC Pay Scales
4.	Research Associate	02	Gen	As per UGC Pay Scales
Non-Teaching Posts				
1.	Librarian	01	Gen	37400-67000+10000GP
2	Executive Engineer	01	Gen	15600-39100+6000GP
3	SDO (Electrical)	01	Gen	9300-34800+5400GP
4	Assistant Law Officer	01	Gen	9300-34800+4600GP
5	Junior Engineer	04	Civil-01 (Gen) Electrical-01 (Gen) Horticulture-01 (Gen) Public Health-01 (EBP)	9300-34800+3600GP
6	Assistant	02	EBC-01, BCA-01	9300-34800+3200GP
7	Sr. Scale Stenographer	06	Gen-01, EBP-01, SC-01, BCA-01, SBC-01, PH-01	9300-34800+3200GP
8	Head Draftsman (Civil)	01	Gen	9300-34800+3600GP
9	Draftsman (Civil)	01	Gen	9300-34800+3200GP
10	Divisional Accountant	01	Gen	9300-34800+3200GP
11	Junior Scale Stenographer	02	SC-01, BCA-01	5200-20200+2400GP
12	Driver	01	SC	5200-20200+2400GP
13	Clerk	03	EBP-01, BCB-01, ESM (Gen)/DESM-01	5200-20200+1900GP
14	Steno Typist-cum-Clerk	06	PH-01, EBC-01, ESM(SC)/DESM-01, ESM(BCA)/DESM-01, BCB-01, SBC-01	5200-20200+1900GP
15	Lab Attendant	03	PH-01, EBP-01, SC-01	5200-20200+1900GP
Posts of Institute of Higher Learning (Constituent College of the University)				
16	Asstt. Librarian	01	BCB	5200-20200+2400GP
17	Clerk	01	Gen	5200-20200+1900GP
18	Lab. Attendant	01	SC	5200-20200+1900GP

For details of qualifications, specializations & other general instructions/guidelines, application form etc. kindly visit the University website www.bpswomenuniversity.ac.in. The application form complete in all respects and with all required documents along with a Bank Draft or University Receipt (Teaching posts) of Rs.1000/- for general Category and Rs.250/- for SC/BC/SBC/EBP/ESM candidates and for Non-Teaching posts Rs. 500/- for General Category and Rs.125 /- for SC/BC/SBC/EBP/ESM category candidates in favour of **Registrar, BPSMV, Khanpur Kalan payable at Khanpur Kalan**, should reach the office of the Registrar latest by **17.01.2014.** The University reserves the right to shortlist the candidates for interview on the basis of written examination or any rational criteria.

REGISTRAR

TEACHING POSTS

Sr. No	Post /Subject	Qualification	No of Posts / Category	Pay Scale
1	Professor in Centre for Indic and Asian Studies	As per UGC rules as mentioned under Annexure-II	Gen-01	37,400-67000+ 10,000AGP
2	Associate Professor in Centre for Indic and Asian Studies	As per UGC rules Annexure-II	Gen-01	37,400-67000+ 9,000AGP
3	Assistant Professor	As per UGC rules Annexure-II	Gen-01	15600-39100 +6000AGP
4	Research Associate for Indic and Asian Studies	As per UGC rules Annexure-II	Gen-02	As per UGC latest Rules

TERMS AND CONDITIONS FOR TEACHING POSTS

Only those possessing prescribed qualifications and the required specialization(s) wherever indicated in the enclosed annexure, may apply along with attested copies of testimonials (from Matric onwards) and those who are already working shall apply through proper channel.

Candidates applying for the post of Professor and Associate Professor as per UGC qualifications are required to send ten copies of filled Performance Based Appraisal System (PBAS) performa as well as to submit **five duly- bound sets** of reprints of their five and three major publications, respectively, along with their applications. In the case of Professor, two out of five such publications could be books or research reports.

For Associate Professor, 300 points consolidated API score, and for Professor 400 such points as based on Performance Based Appraisal System (PBAS) shall be needed, which the candidates should calculate and justify on their own, enclosing necessary documentary evidence in support of their claim.

Candidates for the post of Professor can be considered in absentia based on their bio-data, provided a written request is received to the effect. Meritorious candidates may be invited to join as Professor (or equivalent) positions with the approval of the competent authority.

Candidates to be called for interview, especially even where specializations are mentioned against any post, will be decided by the Screening Committee whose recommendations for one being called (or not being called) for interview shall be final. Only those possessing the required specialization(s) and fulfilling the minimum eligibility conditions thus need apply.

The requirement of having strict specialization(s) will not be applicable in the case of posts of Assistant Professors reserved for S.C. candidates.

Only candidates found eligible by the Screening Committee will be called for interview. *Those declared ineligible will not be informed of their status being as such. Candidates are thus advised to make sure before applying that they are indeed eligible for a given post both in terms of minimum eligibility conditions and the required specialization attached therewith, if any.*

One's claim for a given specialization must be backed by credible evidence in terms of research publications in peer reviewed Research Journals, and/or teaching experience in the relevant field/ specialization for at least five years to be properly certified and authenticated by the appropriate authority/Head of the institution. Applications found lacking in any such respect(s) are liable to be ignored/ rejected

The University reserves the right to shortlist candidates on the basis of objective criteria.

The number of posts may vary, depending on requirement and availability. Any post here advertised may be withdrawn from being filled up at any time without assigning any reason. Incomplete applications and those received late shall be summarily rejected.

Age: 18- 50 years.

The candidates, who are in employment in Govt./Semi Govt./Public Sector Undertakings should send their applications through proper channel, or submit No Objection Certificate from their employer.

Abbreviations: U.R.: Unreserved, S.C.: Scheduled Caste, BC: Backward Classes, ESM: Ex-Serviceman, Gen: General, SBC: Special Backward Classes, EBP: Economically Backward Persons.

REGISTRAR

Qualification for Teaching Faculty

Annexure-II

Qualification for the Professors, Associate Professors and Research Associate for the Centre for Indic Studies (Under UGC Scheme)

Professors:- Ph D in Ancient Indian History /Archeology preferably with knowledge of Sanskrit/Prakrit/Pali/Classical Tamil.

Associate Professor: Ph D. in Philosophy preferably Buddhist/ Indian system of Philosophy with knowledge of classical Indian language.

Assistant Professor: specialized Ph. D Sanskrit / Pali / Prakrit preferably with knowledge of Indian and / or Asian Art and culture,

Research Associate: **- For first post: -** Ph D in Tibetan Studies / Traditional Sanskrit / Persian.

For Second post: Ph D in Manuscript logy with experience of computational data organization and management.

CATEGORY II   CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. a list of items and required scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only be one or a few teachers. The list of activities is broad enough for the minimum API score required (35) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee :

The model table below gives groups of activities and API scores :

Sr. No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling) with documentary proofs.	20
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III (below)	15
	Minimum API Score Required	

CATEGORY-III   RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between University and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/ selection committee.

Sr.No.   APIs Faculties of languages Arts/Humanities/Social Sciences /library/physical education/ Management Max. points for University and college teacher position Refereed Journals * 15/ publication Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers. 10 / publication III A Research papers published in:

Conference proceedings as full papers, etc. (Abstracts not to be included) 10/ publication III B Research Publications (books, chapters in books, other than refereed journal

articles) Text or Reference Books published by international Publishers with an established peer review system 50/sole author, 10/chapter in an edited book. Subject Books by / national level publishers/State and Central Govt.

Publications with ISBN/ISSN numbers 25/sole author, and 5/chapter in edited books Subject Books by other local publishers with ISBN/ISSN numbers. 15/sole number and 3/chapter in edited books Chapters contributed to edited knowledge based volumes published by international publishers 10/ Chapter Chapters in knowledge based volumes in Indian/National level publishers with ISBN/ISSN numbers and with

numbers of national and international directories. 5/ chapter III(C)

III (C) (i) Sponsored Projects carried out/ongoing Major Projects amount mobilized with

grants above 5.0 lakhs 20/each Project Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakh 15/each Project Minor Projects (Amount mobilized with grants above Rs. 25,000/- up to Rs. 3.00 lakh) 10/ each Project III(C) (ii) Consultancy Projects carried out /ongoing Amount mobilized with minimum of Rs. 2.0 lakhs Rs. 10.0 lakhs and Rs. 2.0 lakhs respectively.

(III)(C)(iii) Completed projects Quality Evaluation Completed project report (Accepted by funding agency) 20/each major project and 10/each minor project III (C)

(iv) Projects outcome /outputs Major policy document of Govt. Bodies at Central and State Level 30/ each national level output or patent /50 each for international level.

*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals-by 5 points (ii) papers with impact factor between 1 and 2 by 10points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact between 5 and10 by 25 points.

** if a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a) and not under presentation (III(e)(ii).

Notes.

1. It is incumbent on the Universities to prepare and publicize with in six months subject-wise lists of journals periodicals and publishers under categories III (A) and B. till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. 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 authors/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40 % would be shared equality by all other authors.

III (D) (i) M.Phil Degree awarded only 3/ each candidate

(ii) Ph.D Degree awarded 10/ each candidate III (E)

(a) Not I III(E) (i) Refreshers courses, less than two weeks duration 20/ each

Methodology workshops, Training, Teaching-Learning-Evaluation Technology

Programmes, Soft Skills development Programmes, Faculty Development

Programmes (Max: 30points)

(b) One week duration 10/ each

III(E)(ii) Papers in Conferences /Seminars/workshops etc **

Participation and Presentation of research papers (oral/poster) in

(a) international conference 10/ each

(b) National 7.5 /each

(c) Regional/State Level 5/ each

(d) Local-University/College 3/each

III(E) (iv) Invited lectures or presentations for conferences/ symposia

(a) International 10/each

(b) National Level 5/ each

Proforma for consensus scores/ weightage to be awarded by the selection committee for the post of Assistant Professor

Sr.No/ App.No.	Name & Father's Name	Academic Record and Research Performance (50%)	Assessment of Domain Knowledge and Teaching Skill (30%)	Interview Performance (20%)	Total Score (3+4+5)	Remarks, if any
1	2	3	4	5	6	7

SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENT AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / COLLEGE TEACHERS

Category I: Teaching, Learning and Evaluation Related Activities

Maximum Scores Allocated: 125   *Minimum API Score Required: 75*

Sr. No.	Nature of Activity	Max. Score
1.	**Lectures, seminars, tutorials, practicals, contact classes undertaken as percentage of lectures allocated**	
	Lectures, seminars, tutorials, practicals, contact classes should be based on verifiable records. Maximum 50 for 100% performance & proportionate score up to 80%. No score will be assigned if a teacher has taken less than 80% of the assigned classes. No score should be deducted for classes not held or missed due to i) students not turning up or bunking classes, ii) sanctioned leave of the teacher of any kind, iii) any other reason beyond the control of the teacher. (*To be calculated out of the total possible classes to be held or number of classes mentioned in the syllabus*)	**50**
2.	**Lectures or other teaching duties in excess of the UGC norms**	
	If a teacher has taken classes exceeding UGC norms, then **0.25 scores** to be assigned for each extra hour of unpaid class.	**10**
3.	**Preparation and Imparting of knowledge / instructions as per curriculum; syllabus enrichment by providing additional resources to students**	
	a) Preparation and Imparting of knowledge/instructions as per curriculum with the prescribed material (Text book/Manual etc.): 15 points b) Syllabus enrichment by providing additional resources to students such as lab manuals, lecture notes, etc.: 5 points for each paper or manual	**20**
4.	**Use of participatory and innovative teacher-learning methodologies; updating of subject content, course improvement etc.**	
	Updating of courses, design of curriculum: 5 points per paper per course	10
	Participatory & Innovative Teaching-Learning process with material for problem based learning, case studies, Group discussions, project work, product development, assignment, ICT based teaching material etc. (5 points each)	10
	Use of ICT in Teaching-Learning process with computer-aided methods like power-point/multimedia/simulation/software etc. on regular basis. (Use of any one of these in addition to Chalk & Board: 10 points)	20
	Developing and imparting Remedial/Bridge Courses (each activity: 5 points)	10
	Developing and imparting soft skills/communications skills/personality development courses/modules, etc. (each activity 5 points)	10
	Developing and imparting specialized teaching-learning programmes in Physical Education, Library; innovative compositions and creations in Music, Performing and Visual Arts and other traditional areas (each activity: 5 points)	10
	Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning, e-library skills to students, etc. a) Workshop/Training course: 10 points each b) Popularization programmes: 5 points each	10
	Developing of laboratories, initiatives for purchase of equipment, maintenance of existing infrastructure, development of class rooms, development of software (each activity: 5 points)	10
	Maximum Aggregate Limit for Sr. No.4	**20**
5.	**Examination Related Work**	
	College/University semester/Annual Examination work as per duties allotted (Supdt.-in-Chief/Supdt./Deputy Supdt. – 10 points per semester, Invigilation – 5 points per semester for at least five duties, Evaluation of answer scripts-5 points up to 100 answer scripts and one point for each subsequent block of 100 answer books subject of maximum of 15 points, Question paper setting-5 points per paper subject to maximum of 15) (100 % compliance = 20 points)	20
	College/University examination/Evaluation responsibilities for internal assessment/ sessionals/seminars/assignment/continuous assessment work as allotted. (100 % compliance = 15 points)	15
	Examination work such as coordination, or flying squad duties etc. (2 points per week per duty)	10
	Maximum Aggregate Limit for Sr. No.5	**25**

Note: *If a candidate claims score for an item not covered in the above list, the claim for the same shall be settled by a committee constituted for the purpose.*

Category II: Co-Curricular, Extension and Professional Development Related Activities

Maximum Scores Allocated: 50   *Minimum API Score Required: 15*

Sr. No.	Nature of Activity	Maximum Score
1.	**Extension, Co-curricular and Related Activities**	
	Institutional Co-curricular activities for students such as field studies/ educational tours/industrial tour/field training/quiz contest/declamation contest/debate/industry implant training etc. (5 points each for teacher incharge/ one additional member)	10
	Positions held/Leadership role played in organization linked with Extension Work and National services like NSS, NCC, Red Cross, Eco-Club, Woman Cell or any other similar organizational activity (10 points each as teacher incharge for complete year and proportionate score for less period)	10
	Donating blood, commitment to donate eyes or body or organs, contribution of at least one day salary to Prime Minister's relief fund or Chief Minister's relief fund or University corpus fund, instituting a scholarship as contributor or motivator having endowment of not less than Rs 1 lakh for the education of the poor/needy/meritorious student, organizing a blood donation camp (5 points each)	10
	Students and Staff Related Socio, Cultural and Sports Programmes (Organizing such programme (s) or contributing by participating or accompanying a team in any of the programme (s) at intra/interdepartmental or intercollegiate or interuniversity level). a) Intradepartmental/college level: 5* points each b) Interdepartmental: 10* points each c) Intercollegiate: 10* points each d) Interuniversity: 15* points each *** Teacher incharge/convener will get full points and member will get half points for the event**	15
	Community work such as values of National Integration, Environment democracy, social work, Human Rights, peace, scientific temper, flood or drought relief, small family norms, tree plantation, energy conservation, Library literacy programme, etc. through lectures/awareness programmes or through TV/Satellite/ EDUSAT/Radio etc. (5 points each)	10
	Maximum Aggregate Limit for Sr. No.1	**20**
2.	**Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities**	
	Contribution to Corporate life in Universities/colleges through meetings, popular lectures, expert/extension lectures, EDUSAT lectures, INSPIRE programmes, invited lectures on subject related/scientific/legal etc. issues, or articles in college magazine and University volumes (5 points each)	10
	Institutional Governance responsibilities: DAA, DR&D, Dean of Colleges, DSW, Proctor, Chief Warden (Boys/Girls): 15 points each Deans of faculties, Director UIET, Director Distance Education, Principal, Chairperson/Head/Director, Librarian, NAAC Coordinator, Director IQAC, Coordinator SAP: 10 points each Vice-Principal, Faculty-in-charge, Warden, Bursar, School Vice-Chairperson, Director Public Relations, , Deputy Coordinator SAP, Coordinator University Website, Coordinator Campus Networking, Member of University Court/Executive Council/Academic Council/IQAC/IAEC/Human Ethics Committee/High Powered Purchase Committee, GSCASH, House Allotment Committee, to coordinate the activities at departmental/college level related to various committees constituted at the University level, NAAC Committee, Health Advisory Committee, membership of UG/PG Board of Studies, membership of Governing Bodies of Colleges/Institutions, Secretary of the Departmental Committee, etc.: 7 points each (Full points for completed year)	15
	Participation in committees concerned with any aspect of departmental or institutional activity such as admission (including online admission), budget/purchase, time-table, campus development, inspection, library, students welfare, guidance & counseling, placement, help desk, anti-ragging, UMC, Proctorial duty, UGC or any such committee/sub-committee appointed by Vice-Chancellor/Chairperson/Director/Principal/Head/University Court/Executive Council/Academic Council/Staff Council etc. (Convener: 7 points each, Member: 5 points each)	15

		Organization of Conferences/Seminars/Symposia/Workshops/Training as Coordinator/ Chairman/Co-Chairman/Convener/Co-convener/Secretary/Joint-Secretary/Treasurer etc: a) Conferences/Seminars/Symposia: i) International level (10 points each) ii) National /Regional (7 points each) b) Workshop/Training (1 point each day subject to maximum of 7 points) As member of the organizing committee of a) (i) above (5 points each) As member of the organizing committee of a) (ii) or b) above (3 points each) Member of the Advisory Committee of a) (i) above (3 points each) Member of the Advisory Committee of a) (ii) above (2 points each)	10
		Organization of Faculty Development Programmes/Technology Based Entrepreneurship Development Programme as Coordinator/Chairman/Co-Chairman/Convener/ Co-convener/Secretary/Joint Secretary/Treasurer etc. (5 points each)	15
		Maximum Aggregate Limit for Sr. No.2	**15**
3.		**Professional Development Activities**	
		Participation in subject associations, conferences, seminars, symposia, workshop without paper presentation (2 points each): Visits abroad (excluding for conference/seminar/symposia/workshop) for research collaborations or delivering lectures or attending academic meetings (5 points each), Co-Chair/ Rapporteur (5 points each).	10
		Invited Lectures in orientation courses/refresher courses (5 points each)	10
		Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, examination reforms, institutional governance, new and emerging fields/subjects/technologies (5 points each)	10
		Membership/participation in State/Central Bodies/Committees on Education, Research and National Development such as UGC/DST/ICMR/ICAR/ICHR, etc. (5 points each)	10
		Membership of professional associations/bodies/academic societies, membership of committees like Board of Studies (UG and PG), Ph.D. Committee, Research Committee, course design committee, expert committee of any University/Institute, editorial committees/boards of journals; referring of research papers of Journals (5 point each) Evaluation of Ph.D Thesis (5 points each), M.Phil Dissertation (3 points each) Conducting Viva-Voce of Ph.D. (5 points each); M.Phil (3 points each)	10
		Office bearers of professional bodies including Teachers' association, Teachers' club, Alumni Association, Academic Societies etc. (5 points each)	10
		Publication of articles in newspapers, magazines or other publications (not covered in category III), radio talks, television programmes (2 points each)	10
		Maximum Aggregate Limit for Sr. No.3	**15**

Note: *If a candidate claims score for an item not covered in the above list, the claim for the same shall be settled by a committee constituted for the purpose.*

Category III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

Sr. No.	APIs	Engineering/ Agriculture/ Veterinary Science/ Sciences/Medical Sciences	Faculties of Arts & Languages/Social Sciences/Life Sciences/Science/ Education/Indic Studies/Law/Comm. & Mgt.	Max. points for University and College teacher position		
				API Score allotted	Self Appraisal Score+	Verified API Score#
IIIA	Research Papers* published in:	Refereed Journals with impact factor 5 and above	Refereed Journal with impact factor 5 and above	45/publication		
		Refereed Journal with impact factor between 2 and 5	Refereed Journal with impact factor between 2 and 5	35/publication		
		Refereed Journal with impact factor between 1 and 2	Refereed Journal with impact factor between 1 and 2	30/publication		
		Refereed and Indexed	Refereed and Indexed	20/publication		
		Refereed	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	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)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10/publication		
III B	Research Publications* (books, chapters in books, other than refereed journal articles)	Text or Reference Books published by International Publishers with an established peer review system with ISBN	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	Subject Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers (Fine Arts: Solo exhibition of one's worn work-25 points each)	25/sole author (book) and 5 each chapter in an edited book		
		Subject Books by Other local publishers with ISBN/ISSN numbers	Subject Books by Other local publishers with ISBN/ISSN numbers	15/sole author (book) and 3 each chapter in an edited book		

		Chapters contributed to edited knowledge based volumes published by International Publishers with ISBN	Chapters contributed to edited knowledge based volumes published by International Publishers with ISBN	10/Chapter		
		Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	5/Chapter		
III C	RRESEARCH PROJECTS					
(i)	Sponsored Projects carried out/ ongoing	(a) Major Project (Amount mobilized with grant above Rs.30.00 lakhs)	(a) Major Project (Amount mobilized with grant above Rs.5.00 lakhs)	20/Project		
		(b) Major Projects (Amount mobilized with grants above Rs.5.00 lakhs upto Rs.30.00 lakhs)	(b) Major Projects (Amount mobilized with grants above Rs.3.00 lakhs upto Rs.5.00 lakhs)	15/Project		
		(c) Minor Projects (Amount mobilized with grants above Rs.50,000 upto Rs.5.00 lakhs)	(c) Minor Projects (Amount mobilized with grants above Rs.25,000 upto Rs.3.00 lakhs)	10/Project		
(ii)	Consultancy Projects carried out/ongoing	Amount mobilized with minimum of Rs.10.00 lakhs	Amount mobilized with minimum of Rs.2.00 lakhs	10 per every Rs.10 lakhs and Rs. 2 Lakhs, respectively		
		Amount mobilized between Rs.20,000/- and Rs.10.00 lakhs	Amount mobilized between Rs.10,000/- and Rs.2.00 lakhs	5 for<Rs.10 lakhs and <Rs.2 lakhs, respectively		
(iii)	Completed projects quality evaluation	Completed project report (Accepted by Funding Agency)	Completed project report (Accepted by Funding Agency)	20/each major project and 10/each minor project		
(iv)	Projects outcome/ outputs	Patent/Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Central and State level	30/ each national level output; 50 /each for international level		
III D	Research Guidance					
(i)	PG Courses	Dissertation work involving one semester / 6 months	Dissertation work involving one semester / 6 months	1/each candidate		
(ii)	PG Courses	Dissertation work involving more than one semester / more than 6 months	Dissertation work involving more than one semester / more than 6 months	1/each candidate		
(iii)	M.Phil	Degree awarded only	Degree awarded only	3/each candidate		
(iv)	Ph.D.	Degree awarded	Degree awarded	10/each candidate		
		i) Thesis submitted	i) Thesis submitted	7/each candidate		

III E	**Training Courses and Conferences /Seminar/Symposium/Workshop Papers**					
(i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max. 30 points)	a) Not less than two weeks duration	a) Not less than two weeks duration	20/each		
		b) One week duration	b) One week duration	10/each		
(ii)	Papers in Conferences/ Seminars/ Symposia/ Workshops etc.**	Participation and presentation of research papers (oral/poster) in a) International b) National c) Regional/State level d) Local-University/ College level	Participation and presentation of research papers (oral/poster) in a) International b) National c) Regional/State level d) Local-University/ College level	10/ each 7.5/each 5/each 3/each		
(iii)	Invited for conferences/ seminars/ workshops/ symposia to deliver lectures/ Chair sessions	a) International b) National c) Regional/State level d) Local-University/ College level	a) International b) National c) Regional/State level d) Local-University/ College level	10/ each 7.5/each 5/each 5/each		

+ To be filled by the candidate

For office use only.

* 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 example, 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 E (ii) will be claimed solely by the author who participated and presented the paper (oral/poster). However, if a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III) (a) and not under presentation III (e) (ii). *Note: Date of publication of research paper will be 1st January in case 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 quarterly, 1st day of the month in case of journals published monthly and likewise.*

MINIMUM APIS AS PROVIDED IN APPENDIX – III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS, AND WEIGHTAGES FOR EXPERT ASSESSMENT

Sr. No.		Assistant Professor/ equivalent cadres (Stage 1 to Stage 2)	Assistant Professor/ equivalent cadres (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadres (Stage 4)	Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching–Learning Evaluation Related Activities (Category I)	75/year	75/year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/year	15/year	15/year	15/year	15/year
III	Minimum total average annual Score under Categories I & II*	100/year	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)	10/year (40/assessment period)	20/year (100/assessment period)	30/year (90/assessment period)	40/year (120/assessment period)	50/year (500/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee	Expert Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Contribution to Research. 50%- Assessment of domain knowledge and teaching practices. 20%- Interview performance	50%- Contribution to Research. 30%- Assessment of domain knowledge and teaching practices. 20%- Interview performance.	50%- Research 50%-Performance evaluation and other credential by referral procedure

* Teachers may score 10 points either Category I or Category II to achieve the minimum score required under Category I + II.

Note: Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000, 10000 and 12000, respectively.

MINIMUM POINT NORMS OF THE AIPs AS PROVIDED IN TABLE I AND WEIGHTAGES FOR EXPERT ASSESSMENT TO BE APPLIED FOR THE PROMOTION OF TEACHERS, IN COLLEGES (UG AND PG) UNDER CAREER ADVANCEMENT SCHEME (CAS)

Sr. No.		Assistant Professor/ equivalent cadres (Stage 1 to Stage 2)	Assistant Professor/ equivalent cadres (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadre (Stage 4)	Associate Professor to Professor Promotion in Colleges (Stage 5) as per assigned posts
I	Teaching–Learning Evaluation Related Activities (Category I)	75/year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/year	15/year	15/year	15/year
III	Minimum total average annual Score under Categories I & II*	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)	5/year (20/assessment period)	10/year (50/assessment period)	15/year (45/assessment period)	20/year (60/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	20%- Contribution to Research. 60%- Assessment of domain knowledge and teaching practices. 20%- Interview performance	30%- Contribution to Research. 50%- Assessment of domain knowledge and teaching practices. 20%- Interview performance

* Teachers may score 10 points either Category I or Category II to achieve the minimum score required under Category I + II.

Note: Stages 1, 2, 3, 4, and 5 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000, and 10000, respectively.

Explanatory Note for Tables II (A) and II (B)

1. All universities/colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these regulations. They will have to be dcumented and collated annually by the Internal Quality Assessment Cells (IQACs) of the universities/colleges for follow up by the universities/colleges authorities in order to facilitate this process. All teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.

2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate implementation of these regulations from 31.12.2008 in the CAS promotion the API based PBAS will be progressively and prospectively rolled out.

3. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in universities/colleges for one year only with the minimum average scores as depicted in Table II (A) and (B) in rows I to III. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2011, one year API scores for 2010-11 alone will be required for assessment. In case of a teacher being considered or CAS promotion in 2012, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.

4. As shown in Table II, the aggregate minimum API score required (given in row III can be earned from any of the two broad categories, subject the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories I and II also for the differing nature of contributions possible in different institutional settings.

5. For Category III (research and academic contributions) maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category an aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together. In the case of promotion to Professor the publication requirement shall be met over the two previous stages.

6. Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables I and II, by submitting an application and the required proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible can also apply at a later date.

7. If, however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV of Tables II (A) and II (B) or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.

8. (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility
   (b) If, however, the candidate finds that he / she fulfils the eligibility conditions at a late date and applies on that date and is successful, his/her promotion will be deemed to be from the date of application.
   (c) If the candidate does not succeed in the first assessment but succeeds in an eventual assessment, his/her promotion will be deemed to be from the later date.

Minimum Scores for APIs for direct recruitment of teachers in University Departments/Colleges, Librarian/ Physical Education cadres in Universities/Colleges, and weightages in Selection Committee to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant Professor/ equivalent cadres (Stage 1)	Associate Professor/ equivalent cadres (Stage 4)	Professor/ equivalent cadres (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations	Consolidated API score requirement of 300 points from category III of APIs	Consolidated API score requirement of 400 points from category III of APIs
Selection Committee criteria / weightages (Total Weightages=100)	a) Academic Record and Research Performance (50%) b) Assessment of Domain Knowledge and Teaching Skills (30%) c) Interview Performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%) c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview Performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%) c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview Performance (20%)

Note: For Universities/ Colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales with AGP of Rs.6000, 9000 and 10000, respectively.

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

Sr. No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/ Selection Criteria
1.	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D or five years of service who are with M.Phil/PG Degree in Professional Courses such as LLM, M.Tech., M.V.Sc., M.D, or six years of service who are without Ph.D./M.Phil/ PG Degree in Professional Courses	(i) Minimum API scores using PBAS scoring proforma developed by the University as per the norms provided in Table II (A)/II (B) of Appendix II. (ii) One Orientation and one Refresher/ Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion.
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II (A)/II (B) of Appendix II. (ii) One Course/Programme from among the categories of Refresher Courses, Methodology Workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II (A)/II (B) of Appendix II. (ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil holders and an exemption of two publications will be given to Ph.D. holders. (iii) One Course/Programme from among the categories of Methodology Workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes of minimum one week duration. (iv) A Selection Committee process as stipulated in this regulation and in Tables II (A) and II (B) of Appendix II.
4.	Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5)	Associate Professor with three year of complete service in Stage 4.	(i) Minimum yearly/cumulative API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II (A)/II (B) of Appendix II. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in Stage 3. (iv) A Selection Committee process as stipulated in this regulation and in Tables II (A) and II (B) of Appendix II.

5.	Professor (Stage 5) to Professor (Stage 6)	Professor with ten years of completed service (Universities only)	(i) Minimum yearly/cumulative API scores for the assessment period as per the norms provided in Table II (A) of Appendix II. (ii) Additional credentials are to be evidenced by: (a) post-doctoral research outputs of high standard; (b) awards/ honours/ recognitions/ patents and IPR on products and processes developed/ technology transfer achieved; and (c) Additional research degree like D.Sc., D.Lit, LL.B, etc. (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II (A) and II (B) of Appendix II.

*   For teachers seeking promotion under CAS to Associate Professor, for those who on the date of this notification are Assistant Professor in Stage 2, the requirement of publications may be adjusted pro rata. For all others who enter Stage 2, subsequent to this notification, the requirement of three publications, as defined in these regulations, will be applicable.

Note: Stage 1, 2 3, 4, 5 and 6 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000, 10000 and 12000, respectively.

ACADEMIC PERFORMANCE INDICATORS (APIs) AND SCORES FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY DIRECTOR/ DEPUTY DIRECTOR/ ASSISTANT DIRECTOR OF PHYSICAL EDUCATION / COLLEGE DIRECTOR OF PHYSICAL EDUCATION

Category-1: Teaching, Training, Coaching, Sports Person Development and Sports Management Activities

*Max. Score Allocated   :   **125***
*Min. API Score Required   :   **75***

Sr. No.	Nature of Activity	Max. Score
1.	Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports) (20 points) Lecture cum practice based athelete / sports classes, seminars undertaken as percentage of allotted hours. (20 points)	**40**
2	Extending services, sports facilities and training on holidays to the institutions and organisations	**10**
3	Organizing and conducting sports and games competions at the international / National/State / Inter University / Inter Zonal Levels. (25 points) Organizing and conducting Coaching camps / sports person development / training programmes. (15 points)	**40**
4	Up gradation of scientific and technological knowledge in Physical Education and Sports. (10 points) Identifying sports talents and mentoring sports excellence among students. (10 points)	**20**
5.	Development and maintenance of play fields, purchase and maintenance of the other sports facilities	**15**

Note: *If a candidate claims score for an item not covered in the above list, the claim for the same shall be settled by a committee constituted for the purpose.*

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

*Please see Category-II given in **Appendix II: Table I***

CATEGORY III: RESEARCH AND ACADEMIC CONTRIBUTIONS

*Please see Category-III given in **Appendix II: Table I***

APPENDIX – II TABLE – V (A)
MINIMUM NORMS OF APIS AS PROVIDED IN APPENDIX – II TABLE IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF UNIVERSITY DIRECTOR / DEPUTY DIRECTOR / ASSISTANT DIRECTOR OF PHYSICAL EDUCATION, AND WEIGTAGES OF EXPERT ASSESSSMENT IN SELECTION COMMITTEES

Sr. No.		Assistant Director of Physical Education (Stage 1 to Stage 2) (Senior Scale)	Assistant Director of Physical Education (Senior Scale) (Stage 2) to Deputy Director of Physical Education / Assistant Director Physical Education (Selection Grade) (Stage 3)	Deputy Director Physical Education / Assistant Director Physical Education (Selection Grade), Stage 3 to Stage 4	Deputy Director Physical Education / Assistant Director Physical Education (Selection Grade), (Stage 4) to Director of Physical Education (Stage 5) (University Only)
I	Teaching, training coaching, sports person development and sports management activities (Category I)	75/year	75/year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/year	15/year	15/year	15/year
III	Minimum total average API annual Score under Categories I & II*	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)- Minimum annual score required-to be assessed cumulatively	10/year (40/assessment period)	20/year (100/assessment period)	30/year (90/assessment period)	40/year (120/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Research Evaluation. 50%- Assessment of domain knowledge and skills in sports. 20%- Interview performance	50%- Research evaluation. 30%- Assessment of domain knowledge and organisation track record with vision plan. 20%- Interview performance.

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: Stages 1, 2, 3, 4, and 5 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000 and 10000, respectively.

MINIMUM AIPs AS PROVIDED IN TABLE IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SENIOR SCALE) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SELECTION GRADE), AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES

Sr. No.	Categories of Criteria	Minimum average, yearly or cumulative, API score required during the assessment period of each level as evaluated under the Performance Based Appraisal System (PBAS) with weightages for expert assessment		
		College Director of Physical Education to College Director of Physical Education (Senior Scale) (Stage 1 to Stage 2)	College Director of Physical Education Senior Scale to Selection Grade (Stage 2 to Stage 3)	College Director of Physical Education (Selection Grade) (Stage 3 to Stage 4)
I	Teaching, training coaching, sports person development and sports management activities (Category I)	75/year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/year	15/year	15/year
III	Minimum total average API annual Score under Categories I & II*	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)-Minimum annual score required-to be assessed cumulatively	5/year (20/assessment period)	10/year (50/assessment period)	15/year (45/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Research Evaluation. 50%- Assessment of domain knowledge and skills in sports. 20%- Interview performance

*   Candidates may score 10 points either Category I or Category II to achieve the minimum score required under Category I + II.

Note: Stages 1, 2, 3, and 4 correspond to scales with AGP of Rs.6000, 7000, 8000, and 9000, respectively.

MINIMUM APIS FOR THE DIRECT RECRUITMENT OF PHYSICAL EDUCATION PERSONNEL IN UNIVERSITY DEPARTMENTS
(TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THIS REGULATION)

Minimum Norm / Criteria	Assistant Director of Physical Education / College Director of Physical Education (Entry Stage—Stage 1)	Deputy Director of Physical Education In University (Stage 4)	Director of Physical Education in University (Stage 5)
API Score (Research and Academic Contribution—Category III)	----	Consolidated API score requirement of 300 points	Consolidated API score requirement of 400 points
Selection Committee criteria / weightages (Total Weightage=100)	a) Track Record of championship won (30%) b) Sports and Athletic Skills (40%) c) Interview Performance (30%)	a) Research papers (3 Nos.) evaluation (20%) b) Organisational skills / Plans of sports (30%) c) Interview Performance (30%)	a) Research papers (5 nos.) evaluation (50%) b) Organisational track vision plan (25%) c) Interview Performance (25%)

Note: Stages 1, 4 and 5 correspond to scales with AGP of Rs.6000, 9000 and 10000, respectively.

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES

Sr. No.	Promotion of Physical Education Cadres through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/ Selection Criteria
1.	Assistant DPE / College DPE to Assistant DPE (Senior Scale) (Stage 1 to Stage 2)	Assistant DPE / College DPE completed four years of service in Stage 1 with Ph.D <u>or</u> five years of service who are with M.Phil <u>or</u> six years of service who are without Ph.D./M.Phil.	(i) Minimum API scores using PBAS scoring proforma developed by the University as per the norms provided in Table V(A) of Appendix II for University DPEs cadres in Universities and in Table V(B) of Appendix II for cadres in Colleges (ii) One Orientation and one Refresher Corse of 3/4 weeks duration. (iii) No separate interview points for the Screening cum Evaluation process of recommending promotion.
2.	Assistant DPE (Senior Scale) / College DPE (Senior Scale) to Deputy DPE / Assistant DPE (Selection grade) / College DPE (Selection grade) (Stage 2 to Stage 3)	Assistant DPE (senior scale) / College DPE (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table V (A) of Appendix II for university DPEs cadres in Universities and in Table V (B) of Appendix II for DPEs cadres in Colleges. (ii) Additionally, two refresher courses of 3-4 weeks duration to have been undergone during the assessment period. (iii) No separate interview points for the Screening cum Evaluation process of recommending promotion.
3.	Deputy DPE / Assistant DPE (Selection grade) / College DPE (Selection grade) to Deputy DPE / Assistant DPE (Selection grade) / College DPE (Selection grade) (Stage 3 to Stage 4)	Deputy DPE / Assistant DPE (Selection grade) / College DPE (Selection grade) with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table V (A) of Appendix II for university DPEs cadres in Universities and in Table V (B) of Appendix II for DPEs cadres in Colleges. (ii) Minimum three publications over twelve years. For promotion in colleges an exemption of one publication for M.Phil holders and exemption of two publications for Ph. D. holders. (iii) Evidence of having produced teams / athletes. (iv) A Selection Committee process as stipulated in this regulation and in Table V (A) of Appendix II for university DPEs cadres in Universities and in Table V (B) of Appendix II for DPEs cadres in Colleges.
4.	University DPE (Stage 5)	Deputy DPEs in University with three years of completed service in Stage 4.	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table V (A) of Appendix II for DPEs in Universities. These may be achieved over two assessment periods, if required. (ii) A minimum of five publications over two assessment periods (six years) (iii) Evidence of having produced teams / athletes (iv) A Selection Committee process as stipulated in this regulation and in Table V (A) of Appendix II for university DPEs.

* The explanatory note provided for Tables II(A) and for II(B) for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

Note: Stage 1, 2 3, 4, and 5 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000, and 10000, respectively.

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR DIRECT APPOINTMENT/CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS APPLICABLE TO LIBRARIAN, (UNIVERSITY) DEPUTY LIBRARIAN AND ASSTT. LIBRARIAN /COLLEGE LIBRARIAN.

Category-1 : Procurement, organisation, and delivery of knowledge and information through Library services

Max. Score Allocated   :   125
Min. API Score Required   :   75

	Nature of Activity	Max. Score
1.	**Library resources organization/ services**	
	Library resources organisation and maintenance of books, journals, reports (Technical processing of documents)	30
	Acquisition of learning resources (Acquisition Section)	30
	Circulation operations (Circulation Section)	30
	Periodical/Serial management (Periodical Section)	30
	Provision of library reader- services, literature retrieval services to researchers and analysis of reports	30
	Departmental Library management and services	30
	Over all Management and control of various library activities using Library management software (Acquisition, processing, circulation, serial control)	30
	Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents (Bibliography related services)	10
	Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc	20
	Maximum Aggregate limit for Sr. No. 1	**40**
2	**ICT and other new technologies' application for upgradation of library services**	
	Application of ICT in libraries various operations e.g. automation of catalogue (20 points of each operation)	20
	Learning resources procurement functions	20
	Library resources organisation	20
	Circulation operations including membership records	20
	Serial subscription system	20
	Reference and information services	20
	Library security (technology based methods such as RFID, CCTV)	15
	Development of library management tools (software),	25
	Intranet management	20
	Maximum Aggregate limit for Sr. No. 2	**30**
3	**Development, organisation and management of e- resources**	
	e- resources including their accessibility over intranet/Internet	15

	Digitization of library resources	20
	e-delivery of information, etc.	10
	Maximum Aggregate limit for Sr. No. 3	**25**
4	**User awareness and instruction programmes**	
	Orientation lectures, users' training in the use of library services as e-resources	15
	Knowledge resources user promotion programmes like organizing book exhibitions	10
	other interactive latest learning resources, etc.	10
	Maximum Aggregate limit for Sr. No. 4	**20**
5.	**Additional services**	
	Extending library facilities on holidays (0.5 point per additional unpaid duty, maximum up to 10 points)	10
	Shelf order maintenance	5
	Building of library user manual (section wise user manual of its operation)	10
	Building and extending institutional library facilities to outsiders through external membership norms	5
	Maximum Aggregate limit for Sr. No. 5	**10**

Note: *If a candidate claims score for an item not covered in the above list, the claim for the same shall be settled by a committee constituted for the purpose.*

CATEGORY II: CO-CURRICULAR,   EXTENSION   AND   PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

*Please see Category-II given in **Appendix II: Table I***

CATEGORY III: RESEARCH AND ACADEMIC CONTRIBUTIONS

*Please see Category-III given in **Appendix II: Table I***

APPENDIX – II TABLE – VIII (A)
MINIMUM APIS AS PROVIDED IN APPENDIX – II TABLE VII TO BE APPLIED FOR THE PROMOTION OF LIBRARY STAFF OF UNIVERSITIES AND WEIGTAGES FOR EXPERT ASSESSSMENT UNDER CAREER ADVANCEMENT SCHEME (CAS)

Sr. No.		Assistant Librarian to Assistant Librarian (Senior scale) (Stage 1 to Stage 2)	Deputy Librarian / Assistant (Selection Grade) (Stage 2 to Stage 3)	Deputy Librarian / Assistant (Selection Grade) (Stage 3 to Stage 4)	Librarian (University Only) (Stage 4 to Stage 5)
I	Procurement, Organisation and delivery of knowledge and information through library services (Category I)	75/year	75/year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/year	15/year	15/year	15/year
III	Minimum total average API annual Score under Categories I & II*	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)- Minimum annual score required-to be assessed cumulatively	10/year (40/assessment period)	20/year (100/assessment period)	30/year (90/assessment period)	40/year (120/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Library related research papers evaluation 50%- Assessment of domain knowledge on Library automation and organizational skills. 20%- Interview performance	50%- Library publication work. 30%- Assessment of innovative Library services. 20%- Interview performance.

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: Stages 1, 2, 3, 4, and 5 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000 and 10000, respectively.

APPENDIX – II: TABLE – VIII (B)

MINIMUM WEIGHTAGE POINTS (WP) NORMS OF THE AIPS AS PROVIDED IN APPENDIX TABLE VII TO BE APPLIED FOR THE PROMOTION OF LIBRARY STAFF OF COLLEGES AND WEIGTAGES FOR EXPERT ASSESSSMENT UNDER CAREER ADVANCEMENT SCHEME (CAS)

Sr. No.		College Librarian to College Librarian (Senior scale) (Stage 2)	College Librarian (Senior scale) (Stage 2) to College Librarian (Selection grade) (Stage 3)	College Librarian (Selection Grade) (Stage 3 to Stage 4)
I	Procurement, Organisation and delivery of knowledge and information through library services (Category I)	75/year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/year	15/year	15/year
III	Minimum total average API annual Score under Categories I & II*	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)-Minimum annual score required-to be assessed cumulatively	5/year (20/assessment period)	10/year (50/assessment period)	15/year (45/assessment period)
	Expert Assessment System	**Screening Committee**	**Screening Committee**	**Selection Committee**
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Library related research papers evaluation.. 50%- Assessment of domain knowledge on automation and organizational skills. . 20%- Interview performance

* Candidates may score 10 points either Category I or Category II to achieve the minimum score required under Category I + II.

Note: Stages 1, 2, 3, and 4 correspond to scales with AGP of Rs.6000, 7000, 8000, and 9000, respectively.

APPENDIX – II TABLE – VIII (C)

MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF LIBRARIAN POSITIONS IN UNIVERSITY DEPARTMENTS / COLLEGES
(TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THIS REGULATION)

Minimum Norm / Criteria	Assistant University Librarian / College Librarian (Stage 1)	Deputy Librarian in University (Stage 4)	Librarian (University only) (Stage 5)
API Score (Research and Academic Contribution—Category III)	----	Consolidated API score requirement of 300 points	Consolidated API score requirement of 400 points
Selection Committee criteria / weightages (Total Weightage=100)	a) Teaching/Compute and Communication skills by a Lecture demonstration (30%) b) Record of Library management skills (20%) c) Interview Performance (50%)	a) Library related research / Theme papers (3 Nos.) Evaluation (50%) b) Library automation skills and organizational plans (20%) c) Interview Performance (30%)	a) Library Research papers (Five) evaluation (60%) b) Organisational track record of innovative library service and vision plan (20%) c) Interview Performance (20%)

Note: Stages 1, 4 and 5 correspond to scales as given and the AGP of Rs.6000, 9000 and 10000, respectively.

APPENDIX–II TABLE: IX
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF LIBRARIAN CADRES IN UNIVERSITIES AND COLLEGES

Sr. No.	Promotion of Librarian Cadres through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/ Selection Criteria
1.	Assistant University Librarian / College Librarian to Assistant Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant University Librarian / College Librarian (Stage 1) completed four years of service with Ph.D or five years of service who are with M.Phil or six years of service who are without Ph.D./M.Phil.	(i) Minimum API scores using PBAS scoring proforma developed by the University as per the norms provided in Table VIII(A) of Appendix II for Librarian cadres in Universities and in Table VIII(B) of Appendix II for College Librarian cadres (ii) One Orientation and one Refresher Corse of 3/4 weeks duration. (iii) No separate interview points for the Screening cum Evaluation process of recommending promotion.
2.	Assistant University Librarian (Senior Scale) / College Librarian (Senior scale) to Assistant University Librarian (Selection grade) / College Librarian (Selection grade (Stage 2 to Stage 3)	Assistant University Librarian (Senior Scale) / College Librarian (Senior Scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table VIII(A) of Appendix II for Librarian cadres in Universities and in Table VIII(B) of Appendix II for College Librarian cadres (ii) Additionally, two refresher courses of 3-4 weeks duration to have been undergone during the assessment period. (iii) No separate interview points for the Screening cum Evaluation process of recommending promotion.
3.	Deputy University Librarian / Assistant University Librarian (Selection grade) / College Librarian (Selection grade (Stage 3 to Stage 4)	Assistant University Librarian (Selection grade) / College Librarian (Selection grade) with three years of completed service in Stage 3.	(ii) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table VIII(A) of Appendix II for Librarian cadres in Universities and in Table VIII(B) of Appendix II for College Librarian cadres. (ii) Three publications over twelve years. In colleges, an exemption of one publication will be given to M.Phil holders and two publications to Ph. D. holders. (iii) Additionally, one course / training under the categories of Library automation / Analytical tool development for academic documentation. (iii) A Selection Committee process as stipulated in this regulation and in Table VIII(A) of Appendix II for University and in Table VIII(B) of Appendix II for Librarian cadres incolleges.
4.	Librarian (University) (Stage 5)	Deputy Librarian in University with three years of completed service in Stage 4.	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table VIII(A) of Appendix II for Librarian (University). Minimum API scores can also be considered over two assessment periods (Stages 3 and 4, if required. (ii) A minimum of five publications over current and previous assessment periods. (iii) Evidence of innovative library service and organization of published work. (iv) A Selection Committee process as stipulated in this regulation and in Table VIII (A) of Appendix II for Librarian (University).

* The explanatory note provided for Tables IIa and for IIb for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.

Note: Stage 1, 2 3, 4, and 5 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000, and 10000, respectively.

CRITERIA/WEIGHTAGE FOR AWARD OF SCORES DRAWN IN THE LIGHT OF THE CRITERIA PROPOSED BY THE U.G.C FOR DIRECT RECRUITMENT OF TEACHERS (AS SUGESTTED ALONGWITH THE NEW PAY SCALES AND OTHER GUIDELINES) FOR THE POST OF ASSISTANT PROFESSOR.

<u>**Total Marks-100**</u>

    A) Academic Record and Research Performance 50 marks

(i) Academic Record   25 marks

(a) Minimum Academic Qualifications   00 marks

(b) Throughout First Class   12 marks
(3 marks for each 1st Division in Matric, +2,
B.A/B.Sc., and M.A./M.Sc.)

(c) 1st Division in M.A./M.Sc and 1st Division in   09 marks
any two of the lower examinations

(d) 1st Division at (M.A./M.Sc level and 1st Division   06 marks
In any one of the lower examination

(e) M.A/M.Sc: Above 60% but below 70%   05 marks
OR
(f) M.A./M.Sc: 70% and above   08 marks

(g) M.Phil.   03 marks
OR
(h) Ph.D. (if not considered towards eligibility)   05 marks

(ii) Research Performance/Publications   25 marks
With respect to:

(a) Number and Quality   20 marks

(b) Quality to be assessed in terms of   05 marks
(i) Single/Co-authorship
(ii) National/International Journals
(iii) Impact Factor

B) Domain knowledge and Teaching Skills 30 marks
                           (25+5)

Domain Knowledge -   25 marks
With respect to:
(i) Conceptual clarity
(ii) Over all subject knowledge
(iii) Latest developments in the subject

Teaching Experience/Skills-   5 marks
1 marks for each year of teaching experience, subject to a maximum of 5
years experience

(c)   **Interview 20 marks**
With respect to;
i) Communication Skill
ii) Confidence level
iii) Quality of response
iv. Overall personality

Bhagat Phool Singh Mahila Vishwavidyalaya

Khanpur Kalan (Sonepat), Haryana-131305
Office No. 01263-283001,283002, Fax No. 01263-283779,
www.bpswomenuniversity.ac.in
(Established under Haryana Act No.31 of 2006)
APPLICATION FOR TEACHING POST

Affix your latest Passport Size Photograph

IMPORTANT NOTE: The candidate is required to fill in this form along with PBAS Proforma (Ten copies)

For office use

Application No………………………   **To be filled by Applicant**

Amount……………..

Demand Draft / University Receipt No………….

Date………………

_____

1.   Post applied for _____

      Department _____

2.   Name of the Candidate (in Capital Letters) _____

3.   Father's Name _____

4.   Gender (M/F) _____Married/Unmarried_____   Nationality _____

5.   Whether differently abled   Yes / No

6.   Whether belong to SC/BC/SBC/ESM _____

7.   Date of birth and place _____

8.   Date of Joining (In case of CAS)_____

9.   Present Designation _____

10.   Date of Placement in the Reader/Selection Grade_____

11.   Date of Placement of Assistant Professor Stage II/Stage III_____

12.   Date of Placement as Associate Professor/ Professor_____

13.   API Score Earned under various categories:

      Category I:

            Average of the sessions under consideration=

      Category II:

            Average of the sessions under consideration=

      Category III:

14.   Educational Qualifications: (Strike off which is not applicable):

Exam Passed	University/ Board	Year of Passing	%age of Marks	Subjects studied Including options	Awards/ Medals Prize/Merit, if any
Matric or Equivalent					

Hr. Sec./Pre. Uni./ 10+2/Inter					
B.A. / B.Sc. /B.Com.					
M.A./M.Sc./or any other Master's Degree (Name the subject)					
M. Phil					
Ph.D.			Subject……………………………………… Title of the Thesis …………………………		
NET					
Any other Exam.					

15. Total teaching experience (full time) in College/University:

Under-Graduate..……………… Post-Graduate …………………………………….

16. Total Research Experience ………………………………………………………………

17. Field(s) of Specialization …………………………………………………………….

18. Employment Details (in Chronological Order):

Sr. No.	Name of Institution	Designation	From	To	Pay Scale/ Consolidated salary
(i)					
(ii)					
(iii)					
(iv)					

19. Guidance/Supervision of Ph.D. Theses:

(A) Number of Candidates registered at present …………………………

(B) Number of Candidates who have completed Ph.D. …………………

20. Language (s) known   Read   Write   Speak

……………   ………………   ………………   ………………

……………   ………………   ………………   ……………

……………   ………………   ………………   ………………

21. Present Basic Pay ……………………… AGP……………... in the Pay

Band of Rs. ……………………………………Total Emoluments …………………

22. Publications:

Publications	Total (Attach the list with details)	During the period under consideration for promotion (Attach ten copies of the list with details)	Major Publications as per requirement (Attach ten copies of the publications)
Books			
Papers in Journals			
Chapters in Books			
Papers in the Proceedings of the Conferences			
Patents			
Additional Information, if any			

20. List of Enclosures (Give supportive documents of the claims made in the application):

1. ………………………………… 2. ……………………………….

3. ………………………………… 4. …………………………………

5. ………………………………… 6. …………………………………

I certify that the foregoing information given by me is correct, complete to the best of my knowledge and belief and no material information has been concealed. I am not aware of any circumstances which may impair my fitness or employment.

Date: ………………………   Signature of the candidate

Permanent Address: Correspondence Address

(in Capital Letters)   (in Capital Letters)

…………………………………………..   …………………………………………………

…………………………………………..   …………………………………………………

…………………………………………..   …………………………………………………...

Pin ………………….   Pin……………………….

Email:

Mobile No.:

Forwarded by

Head/Dean

Appendix-I

ACADEMIC PERFORMANCE INDICATORS
(Please see detailed instructions of the PBAS proforma before filling out this section)
Period:_____

Category I: Teaching, Learning and Evaluation Related Activities

Maximum Scores Allocated: 125
Minimum API Score Required: 75

1. **Lectures, Seminars, Tutorials, Practicals, Contact Hours** (give semester-wise details, where necessary)

Sr. No.	Course/Paper	Mode of Teaching*	Hours per week allotted	% of classes taken as per documented record	Average of the percentages	API Score

   *Lecturer (L), Seminars (S), Tutorials (T), Practical (P), Contact Hours (C)

2. **Lectures or other teaching duties in excess of the UGC norms**

Sr. No.	Course/Paper	Mode of Teaching	Hours per week	API Score
Total				

3. **Preparation and Imparting of knowledge / instructions as per curriculum; syllabus enrichment by providing additional resources to students**

Sr. No.	Course/Paper	Reading/Instructional material consulted & prescribed (a)	API Score (Max. 15) of (a)	Additional Resource provided (b)	API Score of (b)	Total API Score
						Average (a) + Total (b)
Average API (a)				**Total API (b)**		

4. Use of participatory and innovating teaching-learning methodologies, updating of subject content, course improvement etc.

Sr. No.	Short Description	API Score
	Total Score **(Max. Score: 20)**	

5. Examination duties as per allotment

Sr. No.	Type of Examination Duties	Duties Assigned	Duties Performed	API Score
	Total Score			

Total API Score Earned:

Category II: Co-Curricular, Extension and Professional Development Related Activities
Maximum Scores Allocated: 50
Minimum API Score Required: 15

Sr. No.	Nature of Activity	Score Earned
1.	**Extension, Co-curricular and Related Activities**	
	Total Score (Max. Limit: 20 points)	
2.	**Contribution to Corporate life and management of the department and institution through participation in academic and administrative**	
	Total Score (Max. Limit: 15 points)	
3.	**Professional Development Related Activities**	
	Total Score (Max. Limit: 15 points)	

Total API Score Earned:

Category III: Research and Academic Standards

III A: Research Papers Published in Journals or Conference Proceedings

Sr. No.	Title with name of author(s) as appearing in the publication	Journal, Volume, Year, Page Numbers	Whether indexed/ refereed/ Non-refereed or Conference Proceedings	Impact factor, if any	ISSN / ISBN No., if any	Whether you are first/Principal/corresponding author or supervisor/mentor or other author	API Score
1							
2							
3							
4							
5							
6							
7							

III B (i): Books published

Sr. No.	Whether Text of Reference Book, published by International publishers/ Subject books by National level publishers or State and Central Govt. Publications with ISSN/ ISBN /Subject Books by other local publishers with ISSN/ISBN	Title with name of authors as appearing in the publication	Book Title, Editor, Publisher Year, Page Numbers	ISSN/ ISBN No, if any	Total No. of authors	API Scores (To be shared equally by all methods)
1						
2						
3						
4						

III B (ii): Research Publications (Chapter in Books/Monograph other than refereed journal articles)

Sr. No.	Chapter in a Book/ Monograph	Title with name of authors as appearing in the publication	Book Title, Editor, Publisher Year, Page Numbers	Whether contributed to edited knowledge based volume published by International Publishers or in knowledge based volume of Indian/National Level Publishers with ISSN/ISBBN Numbers and with numbers of National and International Directories	ISSN/ ISBN No, if any	Total No. of authors	API Scores (To be shared equally by all methods)
1							
2							
3							
4							

III C (i) & (ii): Research Projects

Sr. No.	Title & Type of Projects(Sponsored/Consultancy) (Major/Minor)	Carried out / On Going	Funding Agency	Period	Grant/Amount Mobilized (Rs in lakhs)	API Score
1						
2						
3						
4						

III C (iii): Completed Projects Quality Evaluation

Sr. No.	Title & Type of Project (Major/Minor)	Funding Agency	Period	Grant/Amount Mobilized (Rs. Lakhs)	Whether accepted from Funding Agency	API Score
1						
2						

III C (iv): Projects Outcome/Outputs

Sr. No.	Title & Type of Project (Major/Minor)	Funding Agency	Period	Grant/Amount Mobilized (Rs. Lakhs)	Whether Patent/ Technology Transfer/Product/ Process/Major Policy of Govt. (Bodies at Central and State Level)	API Score
1						
2						

III D: Research Guidance

Class	No. of Students	Thesis/Dissertation Submitted	Degree Awarded	API Score
PG Courses (Dissertation less than 1 semester)				
PG Courses (Dissertation more than 1 semester)				
M. Phil.				
Ph. D.				

III E (i): Refresher Course, Methodology workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes

Sr. No.	Programme	Duration	Organized by	API Score
Total Score (Max. Limit: 30 points)				

III E (ii): Participation and Papers presented in Conferences/Seminars/Workshops/Symposia etc.

Sr. No.	Title of the paper presented	Presented by	Title of the Conference/ Seminar etc & Organizer	Date (s) of the event	Whether International/ National/ State/ Regional/ University or College level	Whether published in the proceedings	API Score

III E (iii): Invited for conferences/ seminars/ workshops/ symposia to deliver lectures/ Chair sessions

Sr. No.	Whether Lecture delivered / Academic Session Chaired	Title of the Lecture delivered	Title of Conference/ Seminar etc.	Date(s) of the event	Organizer	Whether International/ National/ State/ Regional/ University or College level	API Score
1							
2							
3							
4							

OTHER RELEVENT INFORMATION

Please give details of any other credential/ significant achievement not mentioned earlier:

Sr. No.	Details (Mention Year, Venue etc. where relevant)

Total API Score Earned:

Details of qualifications, specializations & other general instructions/guidelines for Non-Teaching Posts

Sl.No.	Name of Post	Pay Scale (Rs.)	Prescribed Qualification
1	Librarian	37400-67000+10000GP	i. A Master's Degree in Library Science / Information Science / Documentation with at least 55% marks or its equivalent grade B in the UGC seven points scale and consistently good academic record set out in these Regulations. ii. At least thirteen years as a Deputy Librarian in a University or Eighteen years' experience as a College Librarian. iii. Evidence of innovative Library service and organization published work. iv. Desirable: M. Phil. / Ph D Degree in Library Science / Information Science / Documentation / Archieves and manuscript-keeping.
2.	Executive Engineer	15600-39100+6000GP	Recognized degree in Civil Engineering or equivalent qualification. Minimum experiences of 10 years against a post not below the rank of Assistant Engineer.
3.	SDO (Electrical)	9300-34800+5400GP	The candidate should have minimum of 65% marks in B.E. or equivalent in the required specialization. However preference should be given to a post Graduate in Electrical Engineering.
4.	Assistant Law Officer	9300-34800+4600GP	(i) Degree in Law from a recognized university/ institute with two years experience in legal procedures and court matters. (ii) Desirable: Dealing with university/ educational institutions.
5.	Junior Engineer	9300-34800+3600GP	**Civil/Public Health-** He must have passed 3 years Diploma in Civil Engineering from recognized polytechnic/Institution. **Electrical** -He must have passed 3 years Diploma in (Electrical) Engg. From recognized Polytechnic/Institution. **Horticultural**—B.Sc.(Agri) with horticulture as elective subject from recognized polytechnic/Institution.

6.	Assistant	9300-34800+3200GP	ii) At least 2nd Class Master Degree in any stream iii) Proficiency in use of computers. iv) Excellent written and analytical skills. v) Five years Experience in clerical cadre.
7.	Sr. Scale Stenographer	9300-34800+3200GP	i) 1st Class Graduate with 100 words per minute speed in English Shorthand and ability to transcript the same at the speed of 20 words per minute. or Hindi Shorthand at 80 words per minute and Transcription thereof at 15 words per minute with upto 4% mistakes. ii) Knowledge of Computer. Candidates are required to qualify the test at the speed of 8000 depressions per hour in MS Word. iii) One year experience as Jr. Scale Stenographer.
8.	Head Draftsman (Civil)	9300-34800+3600GP	Three years diploma Course in a Civil Engg. From a polytechnic recognized by the State Govt. or a certificate in Draftsman Course awarded by the State Govt. for Technical Education or from any other recognized Institution with 5 years experience as Assistant Draftsman in a firm of Civil Engineering of repute or a semi Govt./Govt.Deptt. Should be capable of estimating the cost of road work and building work including multistory R.C.C structures from Architect drawing. Should be able to make simple calculations for design of small span of roof, slabs, beams and Lintels in RCC and design minor structures, prepare neat drawing of buildings and structural details, from sketches and also be able to prepare cost analysis of all kinds of Civil Engineering item involved in building construction work.
9.	Draftsman (Civil)	9300-34800+3200GP	Diploma in Civil Engineering or Certificate in Draftsmanship awarded by the State Board of technical Education or from any other recognized institution with 5 years experience as Civil draftsman which is relaxable by two years in suitable cases.

10.	Divisional Accountant	9300-34800+3200GP	A Commerce graduate with at least 5 years experience of checking/ preparation of construction bills/ maintenance and preparation of account as per PWD rules. i) Matric with 15 years experience pertaining to Accounts of PWD ii) passing of SAS part-I exam/local body account grade examination with PWD background.
11.	Assistant Librarian (Institute of Higher Learning)	5200-20200+2400GP	i) Graduate with Certificate in Library Science or Diploma in Library Science from a recognized institution. ii) Knowledge of Hindi upto Matric Standard.
12.	Junior Scale Stenographer	5200-20200+2400GP	i) At least 1st Class Graduate. ii) Candidate will have to qualify a skill test with 100 words per minutes in English Shorthand and ability to transcript the same at the speed of 20 words per minute or Hindi Shorthand at the speed of 80 words per minute and ability to Transcript thereof at 15 words per minute with upto 8% mistakes. iii) Candidate will have to qualify a written test and typing test at the speed of 30/25 WPM in English/ Hindi respectively and Computer test at the speed of 8000 depressions per hour in MS Word.
13.	Driver	5200-20200+2400GP	i) Matric Pass or its equivalent. ii) Five years experience in driving heavy or light vehicles in a Govt./Semi Govt./Public Sector Undertaking/ University. iii) Should possess driving license for heavy and light vehicles. iv) Knowledge of Hindi/Sanskrit up to Matric standard.
14.	Clerk	5200-20200+1900GP	i) At least 1st Class Graduate. ii) Proficiency in use of Computers. iv) Candidate will have to qualify a written test and typing test at the speed of 30/25 words in English/Hindi per minute and computer test at the speed of 8000 depressions per hour in MS Word.

15.	Steno Typist-cum-Clerk	5200-20200+1900GP	i) At least 1st Class Graduate. ii) Candidate will have to qualify a skill test with 80 words per minutes in English Shorthand and ability to transcript the same at the speed of 15 words per minute. iii) Candidate will have to qualify a written test and typing test at the speed of 30/25 words in English/Hindi per minute and computer test at the speed of 8000 depressions per hour in MS Word
16.	Lab Attendant	5200-20200+1900GP	i) 10+2 with Science with 50% marks. ii) Knowledge of Hindi/Sanskrit up to Matric standard

GENERAL TERMS & CONDITIONS

1.   The candidates who are already in the Service of Govt. / Corporation or Autonomous Bodies should apply through proper channel. They may send an advance copy to avoid delay but the application through proper channel should reach before the due date or they should produce "No Objection Certificate" at the time of interview, otherwise they will not be allowed to appear for the interview.

2.   Submission of incomplete application i.e. without attested copies of testimonials/academic career/experience certificate prescribed fee may render the candidate ineligible.

3.   The number of posts is liable to increase or decrease either way, including complete withdrawal, without assigning any reason.

4.   Applications should be submitted strictly in the prescribed proforma. Applications submitted in other than the prescribed proforma shall be rejected.

5.   The University reserves the right not to fill or withdraw any or all of the advertised posts without assigning any reason.

6.   The abbreviation G.C. stands for General Category, S.C. for Scheduled Caste, B.C. for Backward Class, SBC for Special Backward Class, EBP for Economically Backward Persons ESM for Ex-Servicemen, DESM (Dependent of Ex-Servicemen) and P.H. for Physically Handicapped (Differently Abled).

7.   Passport size photograph duly attested shall be affixed on the application form.

8.   The reserved post will be filled up as per latest Haryana Govt. instruction.

9.   If applications for any advertised posts are received in large numbers, the appointing authority can hold a written test for short listing the candidates for interview or on the basis of rational criteria. The decision of the appointing authority in all matters including suitability of candidates, mode and criteria for selection etc. will be final and binding on the candidates. No enquiry or correspondence will be entertained in this regard.

10.   The eligibility of the candidates i.e. qualification, experience and age will be considered upto the last date of receipt of application i.e. on 17.01.2014.

11.   The experience certificates from Govt. / Semi Govt./ Universities/ Affiliated Colleges/ Multi National Companies of repute and **Courts (only in the case of Asstt. Law Officer)** shall only be considered.

12.   Candidates should send proof of specialization where the post has been advertised with specific specialization.

13.   Candidates will have to undergo Trade Test/Written Test/ Computer Typing / Stenography Test etc. as applicable and decided by the competent authority wherever applicable.

14. No TA/DA for attending the test / interview etc. will be paid.

15. Separate application along with the requisite fee should be submitted for each post.

16. Candidates must write (Application for the post of "---------------------------- with category) on the top of envelop in which the application is being submitted.

17. The Bank Draft (Teaching posts) of Rs.1,000/- for General Category and Rs.250/- for SC/BC/SBC/ESM candidates and for Non-Teaching posts Rs. 500/- for General Category and Rs.125/- for SC/BC/SBC/EBC/ESM category candidates in favour of **Registrar, BPSMV, Khanpur Kalan payable at Punjab National Bank, Khanpur Kalan (Sonipat).**

18**.** No concession of fee is admissible to SC/BC/PHC/ applicants of other States**.**

19. The last date of receipt of applications in the office of Registrar, BPSMV, Khanpur Kalan is 17.01.2014 upto 5.00 P.M. In case, last date is declared a holiday, the application shall be received by 5.00 PM on the next working day. Application received after this date shall be summarily rejected.

20. The applicant should be between 18 to 50 years as on closing date. Age relaxation to the candidates belonging to reserved categories such as SC, BC, ESM, PH shall be given as per the State Govt. / University rules.

21. Benefit of reservation will be given only to Haryana Domicile candidates.

22. Appointment of DESM candidates shall be considered to the extent of non-availability of suitable Ex-Serviceman.

23. University will not be responsible for any postal delay and applications received late will be rejected.

24. Concealment of facts or supply of wrong information will result in cancellation of candidature in addition to legal action.

25. UGC posts are temporary but likely to continue (under UGC Scheme).

25. Preference will be given to women candidates.

Registrar

Bhagat Phool Singh Mahila Vishwavidyalaya

Khanpur Kalan (Sonepat), Haryana-131305
Office No. 01263-283001,283002, Fax No. 01263-283779,
www.bpswomenuniversity.ac.in
(Established under Haryana Act No.31 of 2006

For office use
Application No…………
To be filled by applicant
Amount…………..
Demand Draft No/ University Receipt No.…………………
Dated……………….

APPLICATION for Non-Teaching posts

1. Name of the Post applied for :   _____

2. Advertisement No. :   _____

3. Name of the Candidate in block letters: _____
(As per Matric Certificate)

4. Father's/Husband's Name (block letters): _____

5. a) Date of Birth :   _____
b) Place of birth with State: _____

6. Nationality: _____

7. Marital Status: _____

8. Present Postal Address: _____
     _____

9. Contact Telephone / Mobile No.:   _____

10. E-Mail I.D.:   _____

11. Permanent Address: _____
     _____

12. Academic/Professional Qualification (Attach attested copies of mark sheets & certificates)

Sr. No	Exam passed	Board/University	Year of passing	% age of marks obtained	Subject/Specialization

13. a) Topic of M. Phil Dissertation   _____
b) Topic of Ph.D. Thesis :   _____

14. Details of Research Publication (Attach reprints of research papers):
a) International Journals :   _____
b) National Journals :   _____
c) International/National Conference/
Seminar/Workshop etc.   _____
Total :   _____

15. Do you belong to any reserved category: _____
(Scheduled Caste/Scheduled Tribes/Backward Class/Special Backward Class /
Economically Backward Class/ Ex-Serviceman/Physically Handicapped) If yes, state the

Category and attach the attested copy of Certificate issued by the competent Authority.

16. Experience (Attach attested copies of relevant certificates):-

Sr. No.	Organization/ Dept	Post held Basic Pay & Pay scale drawn/ being drawn	From	To	Total Experience	Reason for leaving

17. Details of present employment (Attach Employer's Certificate)
a) Name of the organization: _____
b) Designation: _____
c) Pay Scale: _____
d) Basic Pay: _____
e) Date of Next increment: _____
18. Basic Pay acceptable: _____
19. Minimum joining period required: _____
20. Reference from the two responsible persons of the field and not related to you
i)   _____

ii)   _____
21. Any other relevant information: _____

   I certified that the above information furnished by me in this application is correct and true and nothing has been concealed therein. I also undertake to accept the liability for any action under the rules for any wrong-statement or concealment of facts on my part.

                    Signature of applicant

Place: _____
Date: _____