



MAHATMA GANDHI UNIVERSITY, KERALA

Abstract

UGC Regulations 2018-Guidelines and criteria for the selection of Assistant Professors in University Academic Schools /Departments and Affiliated Colleges of the University - Academic Council Standing Committee -Decision- Approved- Orders issued.

ACADEMIC LEGISLATION

No. 5796/AC L/2021/MGU

Priyadarsini Hills, Dated: 01.11.2021

*Read:-*1. Notification of the University Grants Commission No.F.1-2/2017(EC/PS) dated 18.07.2018.
2. U.O.No.5020/ACL/2019/MGU dated 19.10.2019.
3. U.O.No.2999/ACL/2021/MGU dated 30.06.2021.
4. U.O.No.3924/ACL/2021/MGU dated 11.08.2021.
5. U.O. No.2169/ADA2/2021/MGU dated 23.04.2021
6. Minutes item no .7/OA1of the Standing Committee of the Academic Council dated 29.10.2021 approved by the Hon.Vice-Chancellor. 7.U.O.No.5761/ACL/2021/MGU dated 30.10.2021

ORDER

The UGC has notified the Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018 vide paper read (1) . Further University has implemented the said Regulations vide paper read (2).

Clause 4.1 of the UGC REGULATIONS read as (1) above, stipulates that "The Academic score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview." University had already issued guidelines and academic score sheet for the purpose of selecting meritorious candidates to the post of Assistant Professor in University Academic Schools/Departments and Affiliated Colleges in accordance with the UGC Regulations 2018 vide paper read as (3),(4) and (5).

However, it has come to the notice that the UGC Regulations stipulates academic score sheet as per Appendix II of UGC Regulations 2018 for the purpose of short listing of the candidates (both open & reservation posts) for interview only, and the selection shall be based only on the performance of the shortlisted candidate in the interview.

Considering the facts above, following guidelines are issued for the entire selection process to the post of Assistant Professor in University Academic Schools/Departments and Private Colleges affiliated to the University for strict compliance.

1. Separate academic score sheets have already been approved and issued for the purpose of shortlisting candidates to both University academic Departments /Schools and affiliated Colleges. However, the total score i.e. 100 may be considered only for short listing of candidates.
2. In the case of University academic departments /Schools, The applicants shall be shortlisted for the interview based on the Academic Score detailed above. Fifteen (15) candidates may be shortlisted category wise (open or reserved) for each vacant post of Assistant Professor. For every additional

vacant post in the same category ten (10) more candidates per vacancy may be added to this list. While setting the cut off score in this manner, if there are more candidates with same academic score that equals this cut off score, all such candidates shall also be included in the list of shortlisted candidates for interview.

3. If the total number of eligible candidates is less than 15 for 'open' or 'reserved' post, all those candidates belonging to that category may be shortlisted for interview.
4. All the eligible candidates short listed as per the above criteria may be called for interview.
5. In the case of affiliated colleges, the number of candidates to be short listed for interview may be decided by the college concerned. It is suggested that the college may adopt the procedure formulated for the selection of assistant professors in University academic Departments/Schools as detailed above. However, while short listing candidates for interview a minimum of 10 candidates may be short listed for each post and the maximum number may be decided by the college concerned. If the number of applicants is less than 10, all eligible applicants may be called for interview.

The Maximum marks fixed for the interview shall be Fifty (50) and the split up of marks to be awarded in the interview may be based on the following components as envisaged in the UGC regulations:

Teaching Aptitude			
a.	Teaching Experience - 1 mark per year of teaching experience (in the case of teaching experience in guest/contract/temporary positions, service shall be counted only after acquiring minimum qualifications stipulated by the UGC for the post of assistant professor*)		5
	Proficiency in ICT enabled teaching practices as evident from e-content developed and published in UGC Information Network (UGC INFONET)/EMMRC/ Consortium for Educational Communication (CEC) Website @ 2.5 marks per module of the e – content. Innovative teaching practices as evident from new technologies/programmes like MOOC programmes uploaded in SWAYAM platform of UGC/ participation of LMS/CMS for Universities and other higher education institutions /Virtual laboratory-remote laboratory development etc @ 2.5 marks per programme/content/virtual laboratory		5
	Sub Total		10
Research Aptitude			
All subjects except Languages		Languages	
Research Publications with impact factor above 5.00 @ 2 marks per paper**		Research publications in UGC CARE-listed Journals - Sole author @ 2 marks per paper	
Research Publications with impact factor above 2.00 @ 1 mark per paper**		Research publications in UGC CARE-listed Journals with multiple authors @ 1 mark per paper for first author/ corresponding authors and 0.5 marks for other authors	10
12			

	Publications with impact factor below 2.00 in Clarivate's Web of Science /Scopus indexed / UGC CARE-listed Journals@ 0.5 mark per paper**		Research publications in Other recognized journals@ 0.5 mark per paper	
b.	Papers published in proceedings (with ISSN No.) of International / National Seminars / Conferences funded by UGC / CSIR / DRDO / DBT / DST/ ICAR / ICSSR and similar organizations/Departments @ 0.5 marks per paper	2	Papers published in proceedings (with ISSN No.) of International /National Seminars/Conferences funded by UGC/CSIR/DRDO/DBT/DST/ICAR/ICSSR and similar organizations/Departments @ 0.5 marks per paper	2
	International Patents @ 3 marks per patent/Post Doctoral Fellowships @ 1.5 marks for each year	3	International Patents @ 3 marks per patent/Post Doctoral Fellowships @ 1.5 marks for each year	3
	Books/Chapters in edited books/Invited key note address/plenary talk in the relevant area @1 mark per book/ chapters in edited books /0.5 mark per invited key note address/plenary talk in International Conference/Institutes of National/International reputation***	3	Books/Chapters in edited books/Invited key note address/plenary talk in the relevant area @1 mark per book/ chapters in edited books /0.5 mark per invited key note address/plenary talk in International Conference/Institutes of National/International reputation***	5
Sub Total				20
Domain Knowledge				
c.	Interaction on domain knowledge with the selection committee members			10
Sub Total				10
d.	Presentation/Communication/Discussion Skills			5
	Innovative Teaching skills (Knowledge in using innovative teaching techniques)			5
	Sub Total			10
Total (a+b+c+d)				50
* Certificate in proof of teaching experience should be in specified format issued by the Manager of the Institution affiliated to any of the Universities accompanied by documentary evidences such as appointment as examiner by the University.				
** Impact factor as indexed by Clarivate's Web of Science /Scopus only may be considered.				
*** Books of national/international publishers with ISBN number may only be considered. Key note address/plenary talk in International conference/symposia funded by agencies like UGC/CSIR/DRDO/ICAR/ICSSR/DST/DBT/State agencies may only be considered.				

6. Existing norms and rules may be followed for the appointment after the completion of the selection process based on the above criteria in the case of University academic Departments/Schools.

7. Following procedures shall be followed by the educational agency in the case of affiliated colleges:

- i. Individual scoring sheets may be obtained from each member of the Selection Committee for marking scores of each short listed candidate (duly signed by the member) which may be consolidated to arrive at the final score. The final score sheet may be prepared and signed by all the members of the Selection Committee.
- ii. Rank lists based on the scores obtained in the interview as detailed above may be published in the website of the institution concerned within one week after the completion of the interview process.
- iii. The academic score sheets of all the eligible candidates and the interview score sheets of the short listed candidates duly signed by the Selection Committee members may be forwarded to the University along with the rank list and proceedings of the selection committee within one month after the publication of rank list.
- iv. The entire process of interview may be recorded and the certified digital copies of the audio – video footage may be submitted to the University along with the proposal for approval of the initial appointment.

8. The score sheets stipulated in UGC Regulations on minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018 as Appendix II - Table 3A (Universities) and 3 B (Colleges) may be used for screening and calculation of academic score.

9. The above guidelines / regulations may be implemented w.e.f 1st November 2021.

Hon. Vice chancellor exercising the powers of the Academic Council conferred under section 10 (17) of the Mahatma Gandhi University Act, 1985 has approved the minutes of the Standing Committee of the Academic Council vide paper read as (6).

The orders read as (3), (4) and (5) hereby stands modified and the order read as (7) stands modified to this extend.

Orders are issued accordingly.

SANJAN A S

ASSISTANT REGISTRAR II (ACADEMIC)