CENTRAL UNIVERSITY OF RAJASTHAN
NH-8, Bandarsindri, Tehsil Kishangarh, District Ajmer–305817

Process to be adopted for Scrutiny and Selection on the post of Assistant Professor

The procedure to be adopted for Scrutiny and Selection on the post of Assistant Professor is enumerated hereunder:

1. The eligibility of candidate(s) will be made as per UGC Regulations 2018/AICTE etc. and its amendments from time to time, CURAJ Ordinance and minimum qualifications.
2. Shortlisting of eligible candidates (stipulated ratio as per CURAJ Ordinance 05) for the interview will be made on the basis of the criteria/steps as mentioned below.
   a. The date for determining the eligibility of all the candidates in every respect will be the closing date.
   b. Post-Doctoral/Research experience will be considered only after the date of award of the Ph.D. Degree. Teaching experience acquired from date of registration to date of award of Ph.D. degree will not be considered. Experience of teaching means the experience acquired after becoming eligible as Assistant Professor as per prevailing UGC/AICTE etc. norms, as the case may be.
   c. Teaching/Post-Doctoral Experience is less than one year [one year means two continuous semesters (14 weeks per semester)] then no marks will be awarded. Accordingly, the weightage will be calculated.
   d. Industry Experience may be considered equivalent to Assistant Professor only if basic pay is equivalent to regular pay scale of Assistant Professor. In private concern, where pay-scale is specified in terms of CTC, the Committee will evaluate the equivalence taking into consideration the minimum eligibility requirement of the post and total emoluments.
   e. Master and/or Ph.D. degree in a concerned/relevant/allied subject, is to be identified by the concerned department /Scrutiny Committee.
   f. There should be a documentary evidence of having teaching/research experience in relevant/allied/concerned subject in terms of research publication/teaching courses and the same will be decided by the concerned department/Scrutiny Committee.
   g. Awards given by International Organizations / Government of India / Government of India recognized National Level Bodies / Awards given by State Government will only be considered for the weightage.
   h. The research papers published in updated UGC-CARE list of journals will only be considered.

The following steps will be followed for shortlisting of candidates to be called for Presentation-cum-Interview for the post of Assistant Professor:

Step I:
The lists of eligible/not-eligible candidates using the eligibility criteria as per the advertisement to be uploaded on the university website for grievances.
Step II:
To consider the grievances and prepare the final list of eligible candidates.
Step III:
In case, the number of eligible candidates is less than or equal to the stipulated number (the number of candidates recommended for interview for one post may not exceed **twelve** and for two posts **twenty**, and ten per post), all eligible candidates to be called for interview. If the number of eligible candidates is more than this stipulated number, screen-out the Applications of the candidates who do not have Ph.D. Degree. Those who have submitted Ph.D. Thesis by the deadline, may be considered.

Step IV:

In case, the number of eligible candidates is less than or equal to the stipulated number (the number of candidates recommended for interview for one post may not exceed **twelve** and for two posts **twenty**, and ten per post), all eligible candidates to be called for interview. However, the UGC Weightage and Cumulative Impact Factor (CIF) as per Step VI will be calculated.

Step V:

In case, the number of eligible candidates is more than the stipulated number, further shortlist top 35 candidates for one position and top 50 candidates for 2 positions in order of weightage out of 100 according to UGC Screening/Shortlisting criteria as per UGC Regulations, 2018.

Step VI:

Compute weighted Cumulative Impact Factor (based on JCR, Thomson Reuters) of publications in the following manner. Publications of last 5 years will be considered.

* For calculating Cumulative Impact Factor (CIF):

a. If the candidate is the sole author, the weightage is IF x 1.0
b. If there are more than one authors and the candidate is First Author or Corresponding Author, the weightage is IF x 0.7.
c. If there are more than one authors and the candidate is among the rest of the authors, the weightage is IF x 0.3.
d. Weights so calculated for all publications in last five years to be added with a capping of 30.

For disciplines for which TR Impact Factor is not available, the committee can work out a modality for which an expert can be consulted on the subject and ask to assign rules on publications.

Step VII:

In case, there is more than stipulated number of eligible candidates (the number of candidates recommended for interview for one post may not exceed **twelve** and for two posts **twenty**, and ten per post), screen out applicants with CIF less than 5 and shortlist 12 candidates for 1 post and 20 candidates for 2 posts in merit order of UGC criteria (100 marks) + Cumulative Impact Factor (CIF) (maximum 30 marks) for total 130 marks and prepare the list of candidates to be called for interview. In case shortlisted candidates are not in the required ratio, CIF criteria may be relaxed to next lower integer (like 4, 3, ..., 0).

Step VIII:

For the post of Assistant Professor, shortlisted candidates will give their colloquium (20 minutes) before a core committee constituted for the purpose and the Dean/HoD, all faculty member of the department and confidential report by the committee to be submitted in a sealed envelope to the Vice Chancellor/Selection Committee. These candidates will be called for the Interview before the Selection Committee.

Step IX:

Documents verification related to minimum eligibility, Caste Certificate, Nationality, NoC, Award of Ph.D., All mark-sheets, Experience (Research/Teaching), publications, *etc.* will be done at the time of colloquium and the final weightage/reports in tabular format for all candidates called for Presentation-cum-Interview will be obtained as per Step VII (by scaling 130 marks to 50).

Step X:

Selection Committee will make assessment of suitability of the candidate based on interview, publications, funded projects, research guidance, and report received as Step IX and to recommend the candidate according to the final merit list as per the following criteria:

Criteria	For Assistant Professor
Academic Background, and Research Performance & Publications (as calculated in Step IX and after document verification)	50
Domain knowledge & Teaching Skills	30
Interview Performance	20

UGC Weightage

S.N.	Academic Record	Score			
1.	Graduation	80% & Above = **15**	60% to less than 80% = 13	55% to less than 60% = 10	45% to less than 55% =05
2	Post-Graduation	80% & Above = **25**	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (noncreamy layer)/PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05	Max. Score- 30	
4.	Ph.D.	30			
5.	NET with JRF	07		Max. Score- 07	
	NET	05			
	SLET/SET	03			
6.	Research Publications (2 marks for each research publications published in updated UGC Care listed Journals)	**10**			
7.	Teaching / Post-Doctoral Experience (2 marks for one year each)#	**10**			
8.	Awards				
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			Max. Score- 03
	State-Level (Awards given by State Government)	02			

#*However, if the period of Teaching/Post-Doctoral Experience is less than one year (one year means two continuous semesters (14 weeks per semester)) then no marks will be awarded.*

Note:

(A)   (i) M.Phil + Ph.D.   Maximum – 30 Marks
        (ii) JRF+NET/SET   Maximum – 07 Marks
        (iii) In awards category   Maximum – 03 Marks

(B)   Academic Score   -   80
        Research Publications   -   10
        Teaching Experience   -   10
        _____
        Total   -   **100**
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