



CENTRAL UNIVERSITY OF HARYANA

CENTRAL UNIVERSITY OF HARYANA

Minutes of the 28th Meeting of the Executive Council

Date: 24th August, 2016 (11:00 AM)

The 28th meeting of the Executive Council of Central University of Haryana was held on Wednesday the 24th August, 2016 at 11:00 A.M in the Conference Room of the Central University of Haryana, Mahendergarh.

The Following members were Present:

- | | | |
|---|--|----------|
| 1 | Prof. R.C. Kuhad
Vice Chancellor,
Central University of Haryana | Chairman |
| 2 | Professor M. Anandakrishnan
Chairman, BOG,
IIT Kanpur, Science City Building,
Chennai. | Member |
| 3 | Prof. D.P.S. Verma
Former Professor,
Deptt. of Commerce,
(Delhi School of Economics),
QU-285-B, Chitrakoot, Pitampura,
Delhi. | Member |
| 4 | Dr. V.K. Gupta
Senior Vice President,
Reliance Corporate Park,
Navi Mumbai. | Member |
| 5 | Dr. P.K. Khurana
Principal,
Shaheed Bhagat Singh College,
University of Delhi,
New Delhi. | Member |
| 6 | Prof. Om Vikas
(Former Director, IIITM, Gwalior),
C-15 Tarang Apartments-19,
I.P. Extension,
New Delhi. | Member |

1 | Page

Minutes of 28th Meeting of the Executive Council

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CENTRAL UNIVERSITY OF HARYANA

CENTRAL UNIVERSITY OF HARYANA

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| 7 | Prof. A.J. Varma
Dean, School of Chemical Sciences,
Central University of Haryana, Mahendergarh. | Member |
| 8 | Dr. Sarika Sharma
Proctor,
Central University of Haryana, Mahendergarh. | Member |
| 9 | Sh. Ram Dutt
Registrar,
Central University of Haryana, Mahendergarh. | Secretary |

The following members could not attend the meeting:

- | | | |
|---|---|--------|
| 1 | Prof. A.S. Brar
Vice Chancellor,
Guru Nanak Dev University,
Amritsar. | Member |
| 2 | Prof. V.K. Jain
Vice Chancellor,
Doon University,
Dehradun. | Member |
| 3 | Prof. Sushma Yadav
Professor of Public Policy and Governance,
Indian Institute of Public Administration,
IP Estate, Ring Road,
New Delhi. | Member |

At the outset, the Vice Chancellor welcomed the members of the Executive Council in the Campus of the Central University of Haryana, Mahendergarh by presenting flower bouquets to them. A documentary about the Journey of the University since its inception was shown to the members. The Vice Chancellor also apprised the Council about the following academic and other activities of the University carried out during the last three months:-



CENTRAL UNIVERSITY OF HARYANA

- The University conducted interviews for appointment to the Posts of Registrar, Controller of Examinations, Executive Engineer and Medical Officer. The University has also conducted written tests for the posts of Deputy Registrar, Assistant Registrar, Information Scientist and the Assistant Librarian.
- The University has received approval to start four Engineering courses and required faculty for establishing School of Engineering & Technology. The University has started the process for making admissions in the four disciplines in the School of Engineering and Technology.
- The University decentralized the admission process from the academic session 2016-17 and the concerned departments were entrusted with the responsibility of making the admissions.
- The University organized Sports Meet at CUH Campus.
- The University declared the results of the 4th Semester examinations within a record period of ten days.
- The University organized one day literacy workshop in which representatives of SEBI and BSE participated. The villagers of the adopted villages were educated about investment in share markets.
- The Department of Biotechnology, CUH organized a National Seminar "Biotechnology for Sustainable Development" in August, 2016.
- The University has organized the Freedom Celebrations for a fortnight.

Resolution Passed by the Executive Council.

The Council passed the following resolution on the appointment of Prof. R. C. Kuhad as a member of the University Grants Commission:-

"We, the members of the Executive Council of the Central University of Haryana, express our happiness over the appointment of Prof. R. C. Kuhad, Vice Chancellor, Central University of Haryana as Member of the University Grants Commission (U.G.C.).

This position will not only provide an opportunity to Prof. Kuhad to participate in the decision-making of the apex regulator of higher education at the national level, but will also enhance the status of this University in the eyes of educationists and other stake holders.

We heartily congratulate Prof. Kuhad on having another feather in his cap.

We hope Prof. Kuhad will make a significant contribution as a Member of the U.G.C. and will also add glory to our University.

We wish him success in his mission."



CENTRAL UNIVERSITY OF HARYANA

CENTRAL UNIVERSITY OF HARYANA

AGENDA ITEMS:

Thereafter, the formal agenda items were taken up and resolutions of the Council thereon are as under:

Resolution No.	Resolution Passed																		
01.	The Minutes of the 27 th meeting of the Executive Council held on 04 th June, 2016 were confirmed.																		
(A) REPORTING ITEMS																			
02	The actions taken on the resolutions of the 27 th meeting of the Executive Council held on 04 th June, 2016, were reported, recorded and confirmed. (Annexure I, Pages 9 to 20)																		
03	The action taken by the Vice Chancellor in approving the fee structure of B.Tech. Programmes for the Session 2016-17, was reported, recorded and confirmed. (Annexure II Page 21)																		
04	The receipt of letter no. Estab.II(i)0021/1981/161/ dated 1 st August, 2016 from Deputy Registrar (Establishment NT), University of Delhi, conveying extension of the deputation of Sh. Ram Dutt w.e.f. 15/07/2016 to 14/07/2017 to work as OSD/Controller of Examinations in the Central University of Haryana on the same terms and conditions of deputation as before, was reported, recorded and confirmed.																		
05	The action taken by the Vice Chancellor in signing an MOU with the Center of Innovative and Applied Bioprocessing (CIAB), Mohali was reported, recorded and confirmed. (Annexure III Pages 22 & 23)																		
06	<p>(a) The University Grants Commission (Minimum Qualifications for appointment of teachers and other Academic Staff in Universities and Colleges and Measures for the maintenance of standards in Higher Education) (4th Amendment), Regulations 2016 notified vide Gazette Notification dated 11th July, 2016, were reported, recorded and adopted. (Annexure IV Pages 24 to 62)</p> <p>(b) Resolved that a Committee, consisting of the following be constituted to draft guidelines for Screening/Shortlisting of candidates for appointment to the teaching positions in pursuance of the said amendments to the UGC Regulations – 2010:</p> <table><tr><td>(i) Professor S.K. Gakhar, Vice Chancellor, Choudhary Bansi Lal University, Bhiwani.</td><td>Chairman</td></tr><tr><td>(ii) Prof. D.P.S. Verma, Member Executive Council</td><td></td></tr><tr><td>(iii) Dr. Hari Singh Parihar, Dy. Registrar, CU Rajasthan.</td><td></td></tr><tr><td>(iv) Dr. K.K. Dubey, Member, Academic Council.</td><td></td></tr><tr><td>(v) Dr. Vinay Kumar Rao, Member, Academic Council.</td><td></td></tr><tr><td>(vi) Prof. Naval Kishore, Deptt. of Physics, CUH.</td><td></td></tr><tr><td>(vii) Dr. Sanjiv Kumar, Member, Academic Council.</td><td></td></tr><tr><td>(viii) Dr. Aditya Saxena, Member, Academic Council.</td><td></td></tr><tr><td>(xi) Dr. Ranjan Aneja, Deptt. of Economics, CUH.</td><td></td></tr></table>	(i) Professor S.K. Gakhar, Vice Chancellor, Choudhary Bansi Lal University, Bhiwani.	Chairman	(ii) Prof. D.P.S. Verma, Member Executive Council		(iii) Dr. Hari Singh Parihar, Dy. Registrar, CU Rajasthan.		(iv) Dr. K.K. Dubey, Member, Academic Council.		(v) Dr. Vinay Kumar Rao, Member, Academic Council.		(vi) Prof. Naval Kishore, Deptt. of Physics, CUH.		(vii) Dr. Sanjiv Kumar, Member, Academic Council.		(viii) Dr. Aditya Saxena, Member, Academic Council.		(xi) Dr. Ranjan Aneja, Deptt. of Economics, CUH.	
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CENTRAL UNIVERSITY OF HARYANA

CENTRAL UNIVERSITY OF HARYANA

	<p>(x) Mrs. Aarti Yadav, Deptt. of Education, CUH.</p> <p>Resolved further that the Vice-Chancellor be authorized to approve the Screening/Shortlisting guidelines as recommended by the Committee and to report the same to the Executive Council.</p> <p>(c) Consequently, all the vacant teaching posts be re-advertised.</p>																									
07	<p>The receipt of letter no. F.N.I-1/2013(CU)Vo.III dated 9th June, 2016 from the University Grants Commission, conveying approval for introduction of four B.Tech. programmes under the School of Engineering and Technology, was reported, recorded and confirmed.</p> <p>(Annexure-V, Pages...63. to 64..)</p>																									
07 A	<p>The action taken by the Vice Chancellor in appointing Dr. Rattan Lal as full time Medical Consultant for a period of six months on a consolidated salary of Rs. 60,000/- per month against the vacant post of Medical Officer, was reported, recorded and confirmed.</p>																									
(B) ITEMS FOR CONSIDERATION																										
08	<p>Resolved that the following recommendations of the Selection Committees made in its meetings held on 23rd and 24th July, 2016 for appointment to the posts of the Registrar, Controller of Examinations, Executive Engineer and Medical Officers, be approved:-</p> <table border="1"> <tr> <th>Sr. No.</th><th>Name of the Post</th><th>Candidates Selected</th><th>Candidate in Waiting</th><th>Date of Meeting of the Selection Committee</th></tr> <tr> <td>1</td><td>Registrar</td><td>Sh. Ram Dutt</td><td>Dr. Dilbag Singh</td><td>23-07-2016</td></tr> <tr> <td>2</td><td>Controller of Examinations</td><td>Dr. Vipul Yadav</td><td>Dr. S.K. Maanju</td><td>23-07-2016</td></tr> <tr> <td>3</td><td>Executive Engineer</td><td>None found suitable</td><td></td><td>24-07-2016</td></tr> <tr> <td>4</td><td>Medical Officer</td><td>None found suitable</td><td></td><td>24-07-2016</td></tr> </table> <p>Note: Before this item was taken up for consideration, Sh. Ram Dutt, Registrar being candidate for the post of Registrar left the meeting.</p>	Sr. No.	Name of the Post	Candidates Selected	Candidate in Waiting	Date of Meeting of the Selection Committee	1	Registrar	Sh. Ram Dutt	Dr. Dilbag Singh	23-07-2016	2	Controller of Examinations	Dr. Vipul Yadav	Dr. S.K. Maanju	23-07-2016	3	Executive Engineer	None found suitable		24-07-2016	4	Medical Officer	None found suitable		24-07-2016
Sr. No.	Name of the Post	Candidates Selected	Candidate in Waiting	Date of Meeting of the Selection Committee																						
1	Registrar	Sh. Ram Dutt	Dr. Dilbag Singh	23-07-2016																						
2	Controller of Examinations	Dr. Vipul Yadav	Dr. S.K. Maanju	23-07-2016																						
3	Executive Engineer	None found suitable		24-07-2016																						
4	Medical Officer	None found suitable		24-07-2016																						
09	<p>Consideration of the item relating to Legal opinion on the Enquiry Report regarding the entire process of selection of teachers in the Department of English and Foreign Languages of the Central University of Haryana, followed for the appointments made in the year 2013, was deferred, as the matter is subjudice.</p>																									
10	<p>Resolved that the recommendation of the Finance Committee made in its meeting held on 22nd August, 2016 for approval of the recommendations of the Committee constituted by the Vice Chancellor to suggest purchase/procurement rules, modalities for grant of additional duties allowance to the teaching and non-teaching staff, grant of incentive to the non-teaching staff on account of working on Holidays and beyond office hours, etc., be approved. (Annexure VI Pages 65 to 69)</p>																									
11	<p>Consideration of the request of Sh. Pavan Duggal, Advocate, Supreme Court of India to enter into a Memorandum of Understanding regarding academic collaboration between Central University of Haryana & Cyber Law University without any financial commitments or inputs on the part of the University, was deferred.</p>																									



CENTRAL UNIVERSITY OF HARYANA

CENTRAL UNIVERSITY OF HARYANA

12	<p>Resolved that the recommendations of the Academic Council made at its meeting held on 27th May, 2016 for the following amendments to Statutes 15 of the Statutes of the University pursuant to receipt of approval of the University Grants Commission vide letter no. F.No.1-1/2013(CU)Vo.III dated 09th June, 2016, for running undergraduate programmes in four Engineering disciplines, be approved.</p> <p>(i) To add the following after Sr. No. (xiv) (School of Education): xv) School of Engineering & Technology</p> <p>(ii) The following Departments may be added after Sr. No. 50 under Statute-15 of the Statutes of the University under the School of Engineering and Technology:</p> <p>51. Department of Civil Engineering 52. Department of Computer Science & Engineering 53. Department of Electrical Engineering 54. Department of Printing and Packaging Technology</p>
13	<p>Resolved that the recommendations of the Academic Council made at its meeting held on 27th May, 2016 for the following amendments to the Ordinance XV of the Ordinances of the University, pursuant to receipt of approval of the University Grants Commission vide letter no. F.No.1-1/2013 (CU)Vo.III dated 09th June, 2016, be approved.</p> <p>Add the following programmes after M.Ed.: (i). B.Tech. (Civil Engineering) (ii). B.Tech (Computer Science & Engineering) (iii). B.Tech (Electrical Engineering) (iv). B.Tech (Printing and Packaging Technology)</p>
14	<p>Resolved that the Service Agreement formats for the following Statutory Posts and other Non-teaching Staff of the Central University of Haryana, be approved. (Annexure VII Pages 70 to 82)</p> <ol style="list-style-type: none"> 1. Registrar 2. Controller of Examinations 3. Finance Officer 4. University Librarian 5. Non-teaching posts
15	<p>Resolved that the proposal for admitting all pending Medical Re-imbursement Claims of University employees prior to 4/6/2016, in accordance with the decision of the Executive Council taken in its meeting held on 04/06/2016, be approved.</p>
16	<p>Resolved that the recommendation of the Finance Committee made in its meeting held on 22/08/2016 for institution of a Scholarship for Meritorious Students as per guidelines recommended by the Committee from the Academic Session 2016-17 with the concurrence of the University Grants Commission, be approved.</p> <p>(Annexure VIII Page 83)</p>
17	<p>Resolved that the recommendation of the Academic Council made in its meeting held on 23/08/2016 for revision of the Ordinance XV relating to Programmes leading to the award of Post Graduate Degrees/Diplomas by way of amendment to the Ordinance and amendments to Ordinance XX relating to Convocation, be approved.</p> <p>(Annexure IX Pages 84 to 96)</p>



CENTRAL UNIVERSITY OF HARYANA

CENTRAL UNIVERSITY OF HARYANA

18	Resolved that the recommendation of the Academic Council made in its meeting held on 23/08/2016 for revision of Ordinance II (Degree of Master of Philosophy (M.Phil.)) in accordance with the UGC (Minimum Standards and procedure for award of M.Phil Degree) Regulations 2016 by way of amendments to the Ordinance to be implemented w.e.f. the Academic Session 2016-17, be approved. (Annexure X Pages 97 to 104)
19	Resolved that the recommendation of the Academic Council made in its meeting held on 23/08/2016 for revision of Ordinance II A (Degree of Doctor of Philosophy (Ph.D.)) in accordance with the UGC (Minimum Standards and procedure for award of Ph.D. Degree) Regulations 2016 to be implemented w.e.f. the Academic Session 2016-17, by way of amendments to the Ordinance, be approved. (Annexure XI Pages 105 to 118)
20	Resolved that a Committee, consisting of following, be constituted to revisit the draft Regulations for conduct of meetings of the Executive Council and to submit its recommendations:- 1. Prof. D.P.S. Verma, Member, Executive Council & Finance Committee 2. Dr. Mrs. Pawan Sharma, Member, Academic Council 3. Dr. Abhay Thakur, Member, Finance Committee Resolved further that the Vice Chancellor be authorized to approve the recommendations of the Committee and to report the same to the Executive Council.
22	Resolved that the appointment of Dr. Naval Kishore as Academic Consultant in the Department of Physics w.e.f. 15/07/2015 on contract basis for a period of six months on a consolidated salary of Rs. 75,000/- p.m. or till the post of Professor in the Department of Physics is filled up, whichever is earlier, be approved.
23	Resolved that the following rules as recommended by the Committee Constituted by the Vice Chancellor, be approved; (i) The rules for allotment of residences in the Central University of Haryana. (ii) Standard terms and conditions for usage of University Auditorium. (iii) Rules for allotment of accommodation to University Employees in the University Hostels. (Annexure XII Pages 119 to 141)
24	Resolved that the recommendation of the Academic Council made in its meeting held on 23 rd August, 2016 to introduce six months' Module Course in Environmental Studies in the B.Voc. Programmes and UG programmes of this University from the Academic Session 2016-17, in compliance with the order of Hon'ble Supreme Court of India conveyed by the UGC vide letter dated 24/05/2016, be approved.
25	Resolved that the recommendation of the Academic Council made in its meeting held on 23 rd August, 2016 for introduction of a Certificate Course of six months' duration in the Foreign Languages like German, French, Spanish, Mandarin, Arabic etc., be approved.
26	Resolved that the recommendation of the Academic Council made in its meeting held on 23 rd August, 2016 for introduction a Certificate Course of six months' duration in Yoga in the Central University of Haryana, be approved.



CENTRAL UNIVERSITY OF HARYANA

	Resolved further that a Yoga teacher and a Sports Coach be appointed on contract on a consolidated salary, subject to a maximum of Rs. 25,000/- per month to be decided by the Vice Chancellor on the merit of the case, be approved and the expenditure be borne out of the funds realized from the students.
Under Any other Item	
	Resolved that in order to avoid delay in appointments/promotions, the Vice Chancellor be authorized to approve the recommendations of the Selection Committees/screening Committees for appointment/promotion to the teaching/non-teaching posts. The recommendations so approved be reported to the Executive Council.
The Meeting ended with a vote of thanks with to the Chair	


Vice Chancellor
Chairman


Registrar
Secretary



ACTION TAKEN REPORT
27th EXECUTIVE COUNCIL MEETING

The 27th meeting of the Executive Council of Central University of Haryana was held on 04th June, 2016 at 11:00 AM at Temporary/Transit Office of the Central University of Haryana: 3113, DLF Phase III, Opp. H.No. T25/8, Gurgaon-122010.

Resolution No.	Resolution Passed	Action Taken
1	Confirmed the Minutes of the 26 th meeting of the Executive Council held on 09th February, 2016.	Noted
2	The actions taken on the resolutions of the 26th meeting of the Executive Council held on 09th February, 2016 were reported, recorded and confirmed.	Noted
3	The receipt of D.O Letter No. F.6-1/2016(CU) Dated 17/03/2016 from the Secretary, University Grants Commission, New Delhi for ensuring that the instructions to maintain Financial propriety are strictly followed was reported, recorded and confirmed. Resolved that the instructions be complied with by the University.	Noted
4	The receipt of letter no. F.15-5/2012 (CU) Dated 23/03/2016 from Joint Secretary, University Grants Commission, New Delhi conveying the approval of B.Ed. and M.Ed. (two year) courses and manpower for establishment of School of Education/faculty of Education in Central University of Haryana, was reported, recorded and confirmed. The Council was informed that the Academic Council in its meeting held on 27 th May, 2016 has resolved to start these courses from the Academic Session 2016-17.	As per letter of NCTE New Delhi, the B.Ed. and M.Ed. courses shall be started from the Academic Session 2017-18.
5	<p>The action taken by the Vice Chancellor on authorization of the Executive Council in nominating the following members on the Executive Council under clause iv and viii of Statute 11 of the Statutes of the University for a period of three years with effect from 08.04.2016 was reported, recorded and confirmed.</p> <p><u>Under Clause iv</u></p> <p>1. Professor M. Anandakrishnan, Chairman, BOG, IIT Kanpur Science City Building, Chennai</p> <p>2. Prof. D.P.S. Verma Former Professor of Commerce, Delhi School of Economics, QU-285-B, Chitrakoot, Pitampura, Delhi</p>	The list of the Members of the Executive Council has been uploaded on the University Website.

	<p>3. Dr. V.K. Gupta, Senior Vice President, Reliance Corporate, Park, Navi Mumbai, Maharashtra</p> <p><u>Under Clause viii</u></p> <p>1. Dr. P.K. Khurana, Principal, Saheed Bhagat Singh College, University of Delhi, New Delhi</p> <p>2. Prof. Sushma Yadav, Professor of Public Policy and Governance, Indian Institute of Public Administration, IP Estate, Ring Road, New Delhi</p> <p>3. Prof. V.K. Jain, Vice Chancellor, Doon University, Dehradun</p>	
6	<p>The action taken by the Vice Chancellor in approving the following was reported, recorded and confirmed:</p> <p>(i) Adoption of University Grants Commission (Grievance Redressal) Regulations, 2012</p> <p>(ii) Adoption of University Grants Commission (Promotion of Equity in Higher Educational Institutions) Regulations, 2012</p> <p>(iii) Appointment of Professor A.J. Varma, Department of Chemistry, CUH, as Anti-Discrimination Officer (ADO) w.e.f. 12/02/2016 for a term of three years or till the date of superannuation of Prof. A.J. Varma, whichever is earlier.</p> <p>(iv) Constitution of a Grievance Redressal Committee consisting of following for a term of two years w.e.f. 12/02/2016 in terms of Clause 5 of the University Grants Commission (Grievance Redressal) Regulations, 2012:-</p> <p>(1) Prof. A.J. Varma, Professor, Department of Chemistry, CUH.</p> <p>(2) Dr. Sanjeev Kumar, Dean Students' Welfare (DSW)</p> <p>(3) Sh. Ashok Kumar Gogia, Convener of Equal Opportunity Cell</p> <p>(4) Dr. Dinesh Chahal, NSS/YRC Coordinator</p> <p>(5) Dr. Renu Yadav, Coordinator, Women Empowerment Cell</p>	<p>The Regulations of the University Grants Commission have been uploaded on the University website.</p>

CENTRAL UNIVERSITY OF HARYANA

	<p>(6) Dr. Pardeep Singh, Convener, Legal Cell</p> <p>(7) One representative from Students Council to be nominated by DSW in view of the nature of particular grievance (on case to case basis) as a special invitee.</p> <p>(v) Appointment of Dean, Students' Welfare (DSW) to function as the Registry to receive the applications from the students w.e.f. 12/02/2016 till some alternative arrangement is made.</p>	
7	<p>The action taken by the Vice Chancellor in approving the appointment of the following persons from the date of joining as consultant on short term contract basis against the posts mentioned against each for a period of 6 months or till the regular appointment to the posts against which they have been appointed, is made, whichever is earlier was reported, recorded and confirmed.</p> <ol style="list-style-type: none"> 1. Sh. R.K. Yadav, Consultant, Administration and Academic against one of the vacant posts of Deputy Registrar. (date of Joining 26.02.2016) 2. Sh. Narender Singh Hooda, Consultant, Legal and RTI against one of the vacant posts of Deputy Registrar. (date of Joining 04.04.2016) 3. Sh. B.N. Kaushik, Consultant, Internal Audit against the vacant post of Internal Audit Officer. (date of Joining 03.03.2016) 4. Sh. Bachan Lal, Consultant, Accounts against one of the vacant posts of Assistant Registrar. (date of Joining 26.02.2016) 5. Sh. P.C. Garg, Consultant, Infrastructure against the post of Assistant Engineer. (date of Joining 26.02.2016) 6. Sh. Amodh Kumar Singh, Consultant Horticulture against one of the vacant posts of Assistant Registrar. (date of Joining 03.03.2016) <p>The Council also considered the resolutions of the Finance Committee passed in its meeting held on 02/06/2016 on this matter and resolved that the Executive Council, being the competent authority approves the action taken by the Vice Chancellor in such appointments on short term contract basis as per urgent requirement of the University. As such there is no need to intimate the University Grants Commission as resolved by the Finance Committee.</p>	Noted.
8	<p>The action taken by the Vice Chancellor on the authorization of the Executive Council in approving the revised Cadre Recruitment Rules (CRRs) for the non-teaching staff duly recommended by the Sub Committee consisting of Dr. D.P.S. Verma, Dr. M.C. Sharma,</p>	The revised Cadre Recruitment Rules (CRRs) for the Non-Teaching Staff have

CENTRAL UNIVERSITY OF HARYANA

	Dr. P.K. Khurana, Sh. H. H. Baa and releasing advertisement for the vacant posts was reported, recorded and confirmed. The Cadre Recruitment Rules have been uploaded on the University website.	been uploaded on the University website.												
9	<p>The selection of the following members of the University Court on the Executive Council under Statute 11 of the University by the Chancellor as authorized by the Court in its meeting held on 28/03/2016 was reported, recorded and confirmed:</p> <ol style="list-style-type: none">1. Professor Om Vikas, Former Director, ABV-IIITM Gwalior.2. Professor A.S. Brar, Vice Chancellor, Guru Nanak Dev University, Amritsar	The list of the Members of the Executive Council has been uploaded on the University Website.												
10	The action taken by the Vice Chancellor in appointing Dr. Ranjan Aneja, Assistant Professor, Department of Economics, CUH as Assistant Dean Students' Welfare(ADSW) for a term of 3 years in terms of Clause 4 of Ordinance No. VIII, was reported, recorded and confirmed.	Noted.												
11	<p>The action taken by the Vice Chancellor on 06/05/2016 in constituting an Examinations Disciplinary Committee (EDC) consisting of the following, in terms of the provisions of Ordinance XV-B for the End Term Examinations held in May, 2016 was reported, recorded and confirmed.</p> <ol style="list-style-type: none">1. Prof. R.N. Mishra2. Prof. Naval Kishore3. Prof. Jitender Prasad4. HOD/TIC of the Subject Concerned5. In-Charge/Assistant Registrar (Exam).	Noted.The resolution of the Executive Council has been sent to the concerned office.												
12	<p>The actions taken by the Vice Chancellor in the following matters were reported, recorded and confirmed:</p> <ol style="list-style-type: none">a. In constituting an Examination Disciplinary Committee (EDC) consisting of Prof. R.N. Mishra and Prof. Ashish Dahiya for the End Term Examinations held in Dec-2015 on 1/12/2015 in terms of the provisions of Ordinance XV-Bb. In approving on 03/03/2016 the following recommendations of the Examination Disciplinary Committee (EDC) for the End Term Examinations held in Dec-2015: <table><tr><td>Sr. No.</td><td>Name & Roll No.</td><td>Department</td><td>Paper Attempted</td><td>Observation of Subject Expert</td><td>Remarks</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	Sr. No.	Name & Roll No.	Department	Paper Attempted	Observation of Subject Expert	Remarks							Noted.The resolution of the Executive Council has been sent to the concerned office.
Sr. No.	Name & Roll No.	Department	Paper Attempted	Observation of Subject Expert	Remarks									

CENTRAL UNIVERSITY OF HARYANA

	1	Ishtiaq Ahmad 6310, Sem-I	English	British & Drama-I	A Mobile phone was recovered from his pocket and a slip was found under his answer-sheet. The slip contains contents pertaining to the subject.	The paper may be cancelled.	
	2	Ravi Kumar 6255, Sem-I	Political Science	History of Haryana	A Mobile Phone was recovered from him while in examination hall. However, the candidate has apologized and no evidence of copying is detailing.	A warning may be issued.	
	3	Ashish Punia 6354, Sem-I	JMC	History of Haryana	A Slip containing written material was found. However, the matter don't match the subject of the examination.	A warning may be issued.	
	4	D.Shankar Rao 6355, Sem-I	JMC	Introduction of Communication	The Slip found is related to the subject of the examination.	Paper may be cancelled.	
	Resolved further that the Vice Chancellor be authorized to constitute the Examination Disciplinary Committees (EDCs) and approve their recommendations for implementation.						
13	The action taken by the Vice Chancellor in allowing the Department of Commerce to introduce M.Phil and Ph.D. programme from the academic session 2016-17 in due compliance with the provisions of Ordinance II and II(a) of the University was reported, recorded and confirmed.						Noted. The resolution of the Executive Council has been sent to the concerned department.
14	The action taken by the Vice Chancellor in approving the signing of Non-Binding Memorandum of Understanding (MOU) with National Entrepreneurship Network (NEN) for the term 01/04/2016 to 31 st March, 2019 was reported, recorded and confirmed.						Noted. The resolution of the Executive Council has been sent to the concerned office.

CENTRAL UNIVERSITY OF HARYANA

15	<p>The action taken by the Vice Chancellor in reconstituting the Building Committee of the University consisting of following members with effect from 25/05/2016 was reported, recorded and confirmed:</p> <table border="1"> <tr> <th>Sr. No.</th><th>Designation</th><th>Name</th></tr> <tr> <td style="text-align: center;">1</td><td>Chairperson</td><td>The Vice Chancellor</td></tr> <tr> <td style="text-align: center;">2</td><td>A Member of the Executive Council nominated by the Vice Chancellor</td><td>Prof. Om Vikas, Former Director, IIITM (Gwalior) C-15 Tarang Apartments, 19, I.P. Extension, Delhi-110092</td></tr> <tr> <td style="text-align: center;">3</td><td>A Representative of CPWD/PWD not below the rank of Executive Engineer</td><td>Er. R.K. Gupta, SE CPWD</td></tr> <tr> <td style="text-align: center;">4</td><td>An expert nominated by the Vice Chancellor</td><td>Prof. Dhirender Singhal, Department of Civil Engineering, DCRUST, Murthal</td></tr> <tr> <td style="text-align: center;">5</td><td>Dean of the School of Engineering of Principal of a nearby University Engineering College</td><td>Dr. Rajender Singh Yadav, Dean, RPS College of Engineering & Technology, Mahendergarh.</td></tr> <tr> <td style="text-align: center;">6</td><td>The Registrar</td><td>The Registrar</td></tr> <tr> <td style="text-align: center;">7</td><td>The Finance Officer</td><td>The Finance Officer</td></tr> <tr> <td style="text-align: center;">8</td><td>Two teachers of the University not below the rank of Professor (Associate Professor in the absence of Professor)</td><td>(a) Prof. A.J. Verma (b) Prof. Ashish Dahiya</td></tr> <tr> <td style="text-align: center;">9</td><td>The University Engineer (Executive Engineer in the absence of University Engineer) Member Secretary.</td><td>Executive Engineer</td></tr> </table> <p>The tenure of the members other than ex-officio members shall be for a period of two years. The Committee shall:</p> <ol style="list-style-type: none"> (a) Be responsible for finalizing the plans and Estimates of the various Building Projects approved by the UGC, or other funding Agencies, and for proper utilization of the Grants received from the UGC etc. (b) Be responsible for the maintenance and upkeep of the University Buildings. 	Sr. No.	Designation	Name	1	Chairperson	The Vice Chancellor	2	A Member of the Executive Council nominated by the Vice Chancellor	Prof. Om Vikas, Former Director, IIITM (Gwalior) C-15 Tarang Apartments, 19, I.P. Extension, Delhi-110092	3	A Representative of CPWD/PWD not below the rank of Executive Engineer	Er. R.K. Gupta, SE CPWD	4	An expert nominated by the Vice Chancellor	Prof. Dhirender Singhal, Department of Civil Engineering, DCRUST, Murthal	5	Dean of the School of Engineering of Principal of a nearby University Engineering College	Dr. Rajender Singh Yadav, Dean, RPS College of Engineering & Technology, Mahendergarh.	6	The Registrar	The Registrar	7	The Finance Officer	The Finance Officer	8	Two teachers of the University not below the rank of Professor (Associate Professor in the absence of Professor)	(a) Prof. A.J. Verma (b) Prof. Ashish Dahiya	9	The University Engineer (Executive Engineer in the absence of University Engineer) Member Secretary.	Executive Engineer	<p>Noted. The resolution of the Executive Council has been sent to the concerned office.</p>
Sr. No.	Designation	Name																														
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CENTRAL UNIVERSITY OF HARYANA

		<div>(c) Assess the cost of repairs, additions, alteration and demolition of the University Buildings annually and prepare the Budget for the same to be submitted for approval of the Executive Council.</div> <div>(d) Exercise all such powers, as delegated to it by the Executive Council from time to time.</div> <div>(e) Constitute one or more Sub Committees to look after any of the functions, responsibilities assigned to it.</div> <div>(f) Be responsible for ensuring the completion of the building in accordance with the approved plans and estimates and proper Utilization of the funds received from the University Grants Commission, the Government and from the University's own resources.</div> <div>(g) Meet at least twice in a year, or as and when necessary.</div> <div>(h) One third members shall form the quorum.</div>																																																								
16	<div>(a) Resolved that the recommendations of the Selection Committees for appointment to the posts of Professor/Associate Professor/ Assistant Professor on regular basis in the Departments of History & Archaeology, Statistics, Microbiology, Biochemistry and Biotechnology as per detail mentioned below, be approved:</div> <table><tr><th>Sr. No.</th><th>Name of the Department</th><th>Name of the Post</th><th>Category</th><th>Name of the recommended candidates for appointment</th><th>Name of the Candidate in waiting</th></tr><tr><td>1</td><td>History & Archaeology</td><td>Professor</td><td>UR</td><td>NFS</td><td>-----</td></tr><tr><td>2</td><td>History & Archaeology</td><td>Associate Professor</td><td>UR</td><td>Dr. Vinay Kumar Rao</td><td>-----</td></tr><tr><td>3</td><td>History & Archaeology</td><td>Associate Professor</td><td>UR</td><td>NFS</td><td>-----</td></tr><tr><td>4</td><td>History & Archaeology</td><td>Assistant Professor</td><td>UR</td><td>Dr. Narender Singh</td><td>-----</td></tr><tr><td>5</td><td>History & Archaeology</td><td>Assistant Professor</td><td>UR</td><td>Dr. Abhiranjan Kumar</td><td>-----</td></tr><tr><td>6</td><td>History & Archaeology</td><td>Assistant Professor</td><td>UR</td><td>NFS</td><td>-----</td></tr><tr><td>7</td><td>History & Archaeology</td><td>Assistant Professor</td><td>OBC</td><td>NFS</td><td>-----</td></tr><tr><td>8</td><td>Statistics</td><td>Assistant Professor</td><td>UR</td><td>Dr. Anil Gaur</td><td>Sh. Vikash Kumar Sharma</td></tr></table>			Sr. No.	Name of the Department	Name of the Post	Category	Name of the recommended candidates for appointment	Name of the Candidate in waiting	1	History & Archaeology	Professor	UR	NFS	-----	2	History & Archaeology	Associate Professor	UR	Dr. Vinay Kumar Rao	-----	3	History & Archaeology	Associate Professor	UR	NFS	-----	4	History & Archaeology	Assistant Professor	UR	Dr. Narender Singh	-----	5	History & Archaeology	Assistant Professor	UR	Dr. Abhiranjan Kumar	-----	6	History & Archaeology	Assistant Professor	UR	NFS	-----	7	History & Archaeology	Assistant Professor	OBC	NFS	-----	8	Statistics	Assistant Professor	UR	Dr. Anil Gaur	Sh. Vikash Kumar Sharma	<div>The resolution of the Executive Council has been sent to the concerned office. The offer letters have been sent to the selected candidates. All the Selected Candidates except Prof. Pratyosh Shukla and Dr. Malkhey Verma have joined .These two selected candidates have shown their unwillingness to join Central University of Haryana. Their offer of appointment has been cancelled. Dr. Amar Singh is yet to join.</div>
Sr. No.	Name of the Department	Name of the Post	Category	Name of the recommended candidates for appointment	Name of the Candidate in waiting																																																					
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CENTRAL UNIVERSITY OF HARYANA

	9	Statistics	Assistant Professor	UR	Dr. Kapil Kumar	Sh. Gulab Singh
	10	Statistics	Assistant Professor	UR	Dr. Manoj Kumar	-----
	11	Statistics	Assistant Professor	OBC	Dr. Devendra Kumar	Sh. Chavhan Rajendra Nana
	12	Microbiology	Professor	UR	Prof. Pratyosh Shukla (On Deputation)	-----
	13	Biochemistry	Professor	UR	NFS	-----
	14	Biotechnology	Professor	UR	NFS	-----
	15	Biotechnology	Associate Professor	UR	Dr. Kashyap Kumar Dubey	-----
	16	Biotechnology	Associate Professor	UR	Dr. Malkhey Verma	-----
	(b) Resolved further that Professor (Dr.) Amar Singh, Retd. Professor of History, MDU Rohtak be appointed as Academic Consultant on honorarium of Rs. 60,000/- per month.					
17	The item relating to Legal Opinion on the enquiry report on the process of selection of teachers in the Department of English (2013) was deferred.					The resolution of the Executive Council has been sent to the concerned office/department. The legal opinion is still awaited.
18	Resolved that the recommendations of the Academic Council made in its meeting scheduled for 27 th May, 2016 for the following amendment to Statute-15 of the Statutes of the University relating to Schools of Studies and Departments in pursuance of the sanction received from the University Grants commission vide its Letter No. F.15-5/2012(CU) dated 23.03.2016, be approved:					The amendment to the Statute has been sent to the MHRD for obtaining the assent of the Visitor.

CENTRAL UNIVERSITY OF HARYANA

	<p>To add the following after Sr. No. (xiii) (School of Journalism, Mass Communication and Media):</p> <p>xiv) School of Education</p> <p>Consequently, Ordinance XV shall stand amended accordingly.</p>							
19	<p>Resolved that the recommendations of the Academic Council made in its meeting held on 27th May, 2016, for amendments to Ordinance-XV relating to courses of study offered by the University, in pursuance of the University Grants Commission (UGC) Letter No. F.15-5/2012 (CU) dated 23.03.2016 and National Council for Teacher Education (NCTE) Letter No. F.NRC/NCTE/NRCAPP-10433-10440, 10137 and 10136/249th Meeting/2015/139226-31 dated 16.02.2016, be approved:</p> <p>Add the following programmes/courses after Master of Hotel Management and Catering technology;</p> <table border="1"><tr><td>Name of Programme</td><td>Duration</td></tr><tr><td>B.Ed.</td><td>Two Years</td></tr><tr><td>M.Ed</td><td>Two Years</td></tr></table> <p>Transitory provision;</p> <p>Till the assent of the Visitor is received for amendment to Statute 15(1) relating to creation of School of Education, the B.Ed. and M.Ed. programmes shall be offered under the department of Education.</p>	Name of Programme	Duration	B.Ed.	Two Years	M.Ed	Two Years	<p>The amendment to the Ordinance has been sent to the MHRD for submission to the Visitor.</p>
Name of Programme	Duration							
B.Ed.	Two Years							
M.Ed	Two Years							
20	<p>Resolved that the recommendations of the Academic Council made in its meeting held on 27th May, 2016 for the following amendment to Clause-17 of Ordinance-XV relating to Attendance, be approved:</p> <p><u>Add the following after Sub-Clause-viii;</u></p> <p>Provided that in cases of the programmes which are governed by the Regulatory Bodies, the attendance rules laid down under the relevant regulations by the respective Regulatory Body for the said programme shall be followed.</p>	<p>The amendment to the Ordinance has been sent to the MHRD for submission to the Visitor.</p>						
21	<p>Resolved that the proposal to allow reimbursement of medical expenses of the regular employees/their dependents for the treatment/investigation taken by them from any hospital, including private hospitals/clinics/diagnosis centres located in Delhi-NCR and Haryana as per CGHS rates till finalization of a policy on the recommendations of the committee constituted for suggesting modalities for empanelment of hospitals for the University employees, be approved.</p>	<p>The resolution of the Executive Council has been circulated to all departments/offices of the University for necessary implementation.</p>						

CENTRAL UNIVERSITY OF HARYANA

22	The item relating to the recommendations of the Committee constituted by the Vice Chancellor to suggest purchase/procurement rules, modalities for grant of additional duties allowance to the teaching and non-teaching staff, grant of incentive to the non-teaching staff on account of working on Holidays and beyond office hours, was deferred.	The item is being taken up in the next meeting of the Executive Council.																																																								
23	<p>Resolved that the following rates of remuneration payable for the assignments involved in the conduct of examinations/skill tests for recruitment to various administrative/non-teaching posts and admission entrance tests, be approved:</p> <table><tr><th>Sr. No.</th><th>Assignment</th><th>Criteria for appointment</th><th>Rate of Remuneration</th></tr><tr><td>1.</td><td>Setting of objective type Question Paper with key</td><td>-----</td><td>Rs. 100/- subject to a maximum of Rs. 10,000 per paper</td></tr><tr><td>2.</td><td>Setting of Question Paper for written/skill tests</td><td>-----</td><td>Rs. 600/- per Paper</td></tr><tr><td>3.</td><td>Superintendent</td><td>One for each Examination</td><td>Rs. 600/- per session</td></tr><tr><td>4.</td><td>Dy. Superintendent</td><td>One, if the number of candidates is above 500</td><td>Rs. 500/- per session</td></tr><tr><td>5.</td><td>Observer</td><td>One for 500 candidates. One more if the number of candidates is above 500</td><td>Rs. 600/- per session</td></tr><tr><td>6.</td><td>Invigilator</td><td>One for 30 candidates</td><td>Rs. 400/- per session</td></tr><tr><td>7.</td><td>Reliever</td><td>One for 90 candidates</td><td>Rs. 350/- per session</td></tr><tr><td>8.</td><td>Assistant/UDC/LDC</td><td>One for 500 candidates</td><td>Rs. 350/- per session</td></tr><tr><td>9.</td><td>O.A./M.T.S./Attendant</td><td>One for 300 candidates and one more if the number is above 300.</td><td>Rs. 200/- per session</td></tr><tr><td>10.</td><td>Waterman</td><td>One for 90 candidates</td><td>Rs. 100/- per session</td></tr><tr><td>11.</td><td>Safai Karamchari</td><td>Two up to 500 candidates. One more, if the number of the candidates exceeds 500</td><td>Rs. 100/- per session</td></tr><tr><td>12.</td><td>Evaluation of answer sheets of objective type tests</td><td>-----</td><td>Rs. 25/- per script</td></tr><tr><td>13.</td><td>Evaluation of answer sheets of written/skill test</td><td>-----</td><td>Rs. 25/- per script</td></tr></table>	Sr. No.	Assignment	Criteria for appointment	Rate of Remuneration	1.	Setting of objective type Question Paper with key	-----	Rs. 100/- subject to a maximum of Rs. 10,000 per paper	2.	Setting of Question Paper for written/skill tests	-----	Rs. 600/- per Paper	3.	Superintendent	One for each Examination	Rs. 600/- per session	4.	Dy. Superintendent	One, if the number of candidates is above 500	Rs. 500/- per session	5.	Observer	One for 500 candidates. One more if the number of candidates is above 500	Rs. 600/- per session	6.	Invigilator	One for 30 candidates	Rs. 400/- per session	7.	Reliever	One for 90 candidates	Rs. 350/- per session	8.	Assistant/UDC/LDC	One for 500 candidates	Rs. 350/- per session	9.	O.A./M.T.S./Attendant	One for 300 candidates and one more if the number is above 300.	Rs. 200/- per session	10.	Waterman	One for 90 candidates	Rs. 100/- per session	11.	Safai Karamchari	Two up to 500 candidates. One more, if the number of the candidates exceeds 500	Rs. 100/- per session	12.	Evaluation of answer sheets of objective type tests	-----	Rs. 25/- per script	13.	Evaluation of answer sheets of written/skill test	-----	Rs. 25/- per script	The resolution of the Executive Council has been sent to the concerned office.
Sr. No.	Assignment	Criteria for appointment	Rate of Remuneration																																																							
1.	Setting of objective type Question Paper with key	-----	Rs. 100/- subject to a maximum of Rs. 10,000 per paper																																																							
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CENTRAL UNIVERSITY OF HARYANA

	14.	Setting of Question Paper for Stenography test	-----	Rs. 600/- per paper	
	15.	Setting of Question Paper for typing test	-----	Rs. 600/- per paper	
	16.	Evaluation of stenography test	-----	Rs. 25/- per sheet	
	17.	Evaluation of typing test sheets	-----	Rs. 20/- per sheet	
	18	Conduct of Skill/Practical test	-----	Rs. 50/- per candidate subject to minimum of Rs. 3000/- and maximum of Rs. 5000/- per day.	
	19	Refreshment	-----	Rs. 20/- per person per session on duty.	
	<p>Note:</p> <p>(a) The rates proposed at Sr. No. 1, 3, 4, 5, 6, 7, 8, 9, 10 and 11 may also be applicable for conduct of admission entrance test, if any.</p> <p>(b) The outside members may be paid TA/DA in accordance with the University rules.</p>				
24	The Council considered the candidature of Dr. Janendra Kumar Batra, Staff Scientist VIII/Deputy Director National Institute of Immunology, New Delhi and resolved that Dr. Janendra Kumar Batra be appointed as visiting Professor in the Department of Bio Chemistry, Central University of Haryana in accordance with the UGC guidelines.				Offer letter to Dr. Janendra Kumar Batra, has been issued. He is yet to join the University offer to Dr. J.K. Batra is being withdrawn.
25	The item relating to the request of Sh. Pavan Duggal, Advocate, Supreme Court of India to enter into a Memorandum of Understanding regarding Academic Collaboration between Central University of Haryana & Cyber Law University, was deferred.				The item is being taken up in the next meeting of the Executive Council.
26	<p>The Council approved the following items duly approved by the Finance Committee in its meeting held on 2nd June, 2016:</p> <ol style="list-style-type: none"> 1. Revised fee structure to be implemented from the Academic Session 2016-17. 2. Annual Accounts for the financial year 2015-16. 				The resolution of the Executive Council has been sent to the concerned office.

CENTRAL UNIVERSITY OF HARYANA

27	<p>The Council considered the draft Hostel Manual as prepared by the committee constituted by the Vice Chancellor and resolved that a Sub Committee consisting of Prof. D.P.S. Verma and Prof. Om Vikas be constituted to revisit the proposed draft of Hostel Manual and submit final draft to the Vice Chancellor.</p> <p>Resolved further that the Vice Chancellor be authorized to approve the Hostel Manual recommended by the Sub Committee.</p>	<p>The Hostel Manual prepared by the Committee and approved by the Vice Chancellor has been uploaded on the University website.</p>
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Annexure-II**Annual Fee Structure**

Annual Fee prescribed for the students of B.Tech. Programmes

S.No.	Account Head	Amount (in Rs.)
One-Time Charges		
1	Security Deposit (Refundable)	5000
Annual Charges		
2	Admission Fee	3000
3	Enrolment Fee	600
4	Identity Card	100
5	Red Cross Fund	60
6	NSS fee	20
7	Insurance fee	200
8	Student welfare Fund	400
9	Annual Day	100
10	University Magazine	200
11	Library Fee	1000
12	Tuition Fee	36000
13	Electricity/Water charges	300
14	Cultural activities Fee	150
15	Computer Lab Fee/ Internet fee	400
16	Examination Fee	6000
17	University Development Fund	6000
18	Medical Charges	250
19	Sports Fee	250
20	Lab Fee/Industrial visit/field work/Internship	5000
21	Student Academic activities	100
Total (excluding security deposit)		60130



**MEMORANDUM OF UNDERSTANDING
BETWEEN
CENTRAL UNIVERSITY OF HARYANA, MAHENDERGARH
AND
CENTER OF INNOVATIVE AND APPLIED BIOPROCESSING,
MOHALI**



PREAMBLE:

The Central University of Haryana, Mahendergarh (CUH) and Center of Innovative & Applied Bioprocessing (CIAB), (A National Institute funded by DBT), Mohali, realize the need for a close linkage between them for inter-institutional interactions and endeavours to catalyse and promote the research and academic activities in fundamental as well as translational space. In alignment with this aim, CUH and CIAB express a desire to join hands for the cause of promotion of quality research and high end science, teaching & training and decide to sign a Memorandum of Understanding (MOU) for this goal as a mark of mutual agreement to initiate and propagate programmes and processes of academic and research interactions and collaborations between the two Institution in the broad areas of Biological Sciences, Biotechnological Sciences and Chemical Sciences including inter-disciplinary/cross-disciplinary areas involving them, as per the following terms and conditions:

1. General:

- 1.1 Faculty members of CUH and Scientists of CIAB will work towards developing joint research projects in areas of common interest in relevant faculties and subjects including inter-disciplinary domains by sharing the research facilities at CUH and CIAB.
- 1.2 CUH will recognize CIAB (A National Institute under Department of Biotechnology, Government of India), Mohali, as an accredited centre for pursuing research, leading to Ph.D. degree of the university in the broad areas/subjects of Biological Sciences, Biotechnological Sciences and Chemical Sciences including inter-disciplinary/cross-disciplinary areas involving them in accordance with the Act, Statutes and Ordinances of the University.
- 1.3 CUH will recognize and accredit CIAB scientists for guiding research leading to Ph.D. degrees of the university in accordance with the UGC Regulations 2009 as amended from time to time. For this, a recommendation with respect to CIAB faculty (alongwith their designation and brief professional standing) would be submitted by CEO, CIAB to the Vice Chancellor for consideration for the approval for the CIAB faculty to supervise Ph. D Scholars working at CIAB.
- 1.4 Research students/scholars of CIAB eligible for Ph.D. under the ordinances of the University would be able to register for Ph.D. in the respective faculties of the university under the supervision of the CIAB faculty.
- 1.5 CUH may confer the status of Adjunct Faculty on CIAB scientists, depending upon their qualifications and designations in accordance with the UGC guidelines and various provisions of the University Ordinances. A recommendation regarding such CIAB faculty/scientist, along with his/her requisite details, would be submitted in this regard to the Vice Chancellor for consideration for approval.
- 1.6 To promote the inter-institutional research collaboration in a perennial manner, faculty of CIAB may opt (depending upon the mutual interest and dissertation's technical need) for a faculty of CUH to be the co-supervisor for his/her Ph.D. student registered or being proposed to be registered at CUH. Similarly, faculty of CUH may opt (depending upon the mutual interest and dissertation technical need) for a faculty of CIAB to be the co-supervisor for his/her Ph.D. student at CUH. This arrangement shall be made in compliance with the relevant regulations of the UGC.
- 1.7 Students of CIAB registered for Ph.D. at CUH would give the name of CUH as their additional (to CIAB) institute of affiliation in research publications emanating from the Ph.D. dissertation work.
- 1.8 The faculty and the students of CUH shall be enrolled as ad-hoc users of CIAB facilities. They shall be governed by the rules and regulations as operative at CIAB. Scientists and Ph.D. students

of CIAB shall likewise be given as-hoc users of the CUH facilities and they shall be governed by the rules and regulations as operative for CUH. Similarly, the faculty and students of CUH shall be issued temporary identify cards, by CIAB and CUH shall issue temporary identity cards to the scientists and students of CIAB (DBT) as per rules, so as to provide them an unhindered access to each other's laboratory and other facilities.

- 1.9 CIAB would serve as an Incubation Center for CUH till CUH develops its own center and even, thereafter, for upscaling and / or advancing collaborations in the areas of mutual interest.

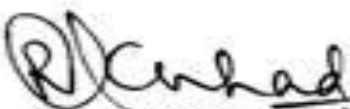
It is agreed that the progress of this MOU shall be monitored by the Review Committee comprising of the Vice Chancellor, CUH and the Chief Executive Officer, CIAB or their respective nominees through periodic joint meetings.

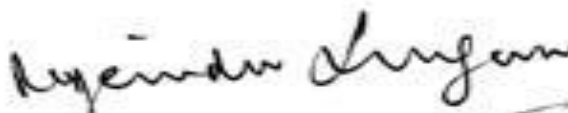
This MOU is valid for a period of 5 (five) years starting from 16th Day of July Month of Year 2016, and would be subject to further extension on mutually agreed terms and conditions. Any mid-term change/alteration in the terms and conditions of this MOU as suggested by the Review Committee, if mutually agreeable to the heads of the both the organizations shall also be deemed to be valid for both the organizations for the rest of the duration from thereon.

The MoU may be amended from time to by mutual consent.

The MOU may be terminated if any of the two parties want to withdraw from it. However, the Ph.D. students admitted under the MOU shall be governed by the same terms and conditions as prevailing at the time of signing of the MOU, till the completion of their degrees under the ordinances of CUH.

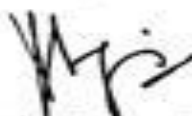
Signed on 16th Day of July Month of Year 2016 at Center of Innovative and Applied Bioprocessing (CIAB), Mohali (Punjab).


(Prof. R. C. Kuhad) 16/07/16
Vice Chancellor
Central University of Haryana,
Mahendergarh, Haryana


(Dr. Rajender Singh Sangwan) 16/7/2016
Chief Executive Officer
Center of Innovative and Applied Bioprocessing
(CIAB), Mohali, Punjab

Signed in the presence of:


Dr. Sudesh Kumar
Scientist - F
Center of Innovative and Applied Bioprocessing (CIAB)
Mohali, Punjab


Virendra K. Banerjee
Administrative Officer
Center of Innovative and Applied Bioprocessing (CIAB)
Mohali, Punjab

रजिस्ट्री सं० डी० एल०-33004/99

REGD. NO. D. L.-33004/99



भारत का राजपत्र The Gazette of India

असाधारण

EXTRAORDINARY

भाग III—खण्ड 4

PART III—Section 4

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

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विश्वविद्यालय अनुदान आयोग

अधिसूचना

नई दिल्ली, 11 जुलाई, 2016

मि० सं० 1-2/2016 (पी० एस०/संशोधन).— विश्वविद्यालय अनुदान आयोग अधिनियम, 1956 (1956 का 3) के अनुभाग 26 के उप-अनुभाग (1) की धारा (ई) एवं (जी) के अन्तर्गत प्रदत्त अधिकारों के अनुपालन में विश्वविद्यालय अनुदान आयोग एतद्वारा निम्न संशोधित विनियम सृजित कर रहा है, नामतः

1. लघु शीर्ष, अनुप्रयोग एवं प्रारम्भ

1.1 ये विनियम विश्वविद्यालय अनुदान आयोग (शिक्षकों एवं अन्य अकादमिक स्टाफ की विश्वविद्यालयों एवं महाविद्यालयों में नियुक्ति संबंधी न्यूनतम अर्हताएँ एवं उच्च शिक्षा में मानकों के अनुरक्षण संबंधी उपाय) (चतुर्थ संशोधन) विनियम, 2016 कहलायेंगे।

1.2 ये ऐसे प्रत्येक विश्वविद्यालय पर लागू होंगे जो किसी केन्द्रीय अधिनियम, प्रांतीय अधिनियम अथवा राज्य अधिनियम के अन्तर्गत स्थापित अथवा निगमित हैं तथा साथ ही ऐसे प्रत्येक संस्थान, संघटक अथवा संबद्ध महाविद्यालय पर लागू होंगे जो सम्बद्ध विश्वविद्यालय के परामर्श से विश्वविद्यालय अनुदान आयोग अधिनियम, 1956 के अनुभाग 2 की धारा (एफ) के अन्तर्गत एवं उक्त अधिनियम के अनुभाग 3 के अन्तर्गत प्रत्येक मानित विश्वविद्यालय, जो विश्वविद्यालय अनुदान आयोग द्वारा मान्यता प्राप्त हैं।

1.3 ये विनियम सरकारी राजपत्र में प्रकाशन की तिथि से तुरन्त प्रभावी रूप से लागू होंगे।

2. विश्वविद्यालय अनुदान आयोग में (विश्वविद्यालयों एवं महाविद्यालयों में शिक्षकों एवं अन्य अकादमिक स्टाफ की नियुक्ति के लिए न्यूनतम अर्हताएँ एवं उच्च शिक्षा मानकों के अनुरक्षण के अन्य उपाय) विनियम 2010 के निम्नलिखित विनियम निम्नवत् पठनीय एवं संशोधित माने जाएँगे:—

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(1)

विनियम	शिक्षकों एवं अकादमिक स्टाफ की विश्वविद्यालयों एवं महाविद्यालयों में नियुक्ति संबंधी एवं उच्च शिक्षा के मानकों के अनुक्षण के उपाय विनियम 2010 के मौजूदा प्रावधान	शिक्षकों एवं अन्य अकादमिक स्टाफ की विश्वविद्यालयों एवं महाविद्यालयों में नियुक्ति संबंधी न्यूनतम अर्हता एवं उच्च शिक्षा में मानकों के अनुक्षण संबंधी उपाय विनियम 2010 के संशोधित प्रावधान
3.4.1	अनुसूचित जाति/अनुसूचित जनजाति/विभिन्न शारीरिक विकलांगताओं वाली (शारीरिक एवं चाक्षुष तौर से पृथक् रूप से विकलांग) श्रेणियों के व्यक्तियों को रनातक स्तर पर तथा रनातकोत्तर स्तर पर 5 प्रतिशत की छूट उपलब्ध कराई जा सकती है शिक्षण संबंधी स्थानों/पदों पर भर्ती की प्रक्रिया में पात्रता एवं श्रेष्ठ अकादमिक रिकॉर्ड को निर्धारित करने के उद्देश्य से होगी। पात्रता के लिए आवश्यक 55 प्रतिशत अंक (अथवा ऐसी कोई स्थिति जहाँ ग्रेडिंग प्रणाली का अनुसरण किया जा रहा है, वहाँ पर किसी भी "पॉइंट स्कूल" की समकक्ष श्रेणी में) तथा 5 प्रतिशत की छूट जिन उपरोक्त श्रेणियों के लिए व्यक्त की गई है—वे अनुमत होंगी—जो कि अर्हकारी अंकों पर आधारित रहेगी—और जिनमें अनुग्रहांक के सम्मिलित करने की विधि लागू नहीं होगी।	अनुसूचित जाति/अनुसूचित जनजाति/ पृथक् रूप से सक्षम (शारीरिक एवं चाक्षुष तौर से पृथक् रूप से सक्षम)अन्य पिछड़ा वर्ग (आबीसी) (गैर समुद्ध श्रेणियों)में रनातक एवं रनातकोत्तर स्तर पर पात्रता एवं श्रेष्ठ अकादमिक रिकॉर्ड के उद्देश्य से शैक्षिक पदों पर प्रत्यक्ष भर्ती के दौरान 5%तक की छूट प्रदान की जा सकती है। पात्रता संबंधी 55% अंक (अथवा एक समरतरीय ग्रेड एक प्वाइंट स्कूल में जहाँ भी ग्रेडिंग प्रणाली का अनुसरण किया जा रहा हो) तथा उपरोक्त श्रेणियों के लिए दी जाने वाली 5% की छूट की अनुमति केवल अर्हकारी अंकों पर आधारित, अनुग्रहांक सम्मिलित किये बिना, होगी।
8.2.1 जो कि धारा 6.8.0 की अनुसूची का है	कुलपति के पदों पर रु075,000/-के नियत वेतन के साथ रु0 5,000/-प्रतिमाह का विशेष वेतन देय होगा। वेतन के अतिरिक्त कुलपति की अन्य समस्त पात्रता एवं सुविधाएं सम्बद्ध विश्वविद्यालय के अधिनियम/साविधियों के प्रावधानों के अनुसार लागू होंगी।	कुलपति के पदों पर रु075,000/-के नियत वेतन के साथ रु0 5,000/-प्रतिमाह का विशेष भत्ता देय होगा। वेतन के अतिरिक्त कुलपति की अन्य समस्त पात्रता एवं सुविधाएं सम्बद्ध विश्वविद्यालय के अधिनियम/साविधियों के प्रावधानों के अनुसार लागू होंगी।

5.1.6 (डी)	महाविद्यालय के प्राचार्य की नियुक्ति अवधि पाँच वर्ष की होगी तथा समतुल्य चयन समिति की प्रक्रिया के पश्चात ही वे एक और सत्र के लिए पुनः नियुक्ति के पात्र होंगे।	महाविद्यालय के प्राचार्य की नियुक्ति अवधि 5वर्ष की होगी तथा समतुल्य चयन समिति की प्रक्रिया के पश्चात ही वे एक और सत्र के लिए पुनः नियुक्ति के पात्र होंगे,जिस प्रक्रिया के अन्तर्गत वाह्य समकक्षों के पुनरीक्षण को तथा उसकी अनुशंसाओं एवं उसके परिणामों को ध्यान में रखा जाएगा। वाह्य समकक्ष पुनरीक्षण के ढाँचे को विश्वविद्यालय अनुदान आयोग द्वारा विनिर्दिष्ट किया जाएगा।
6.0.5(i)	विभिन्न विशिष्ट विषयों के डाटाबेस द्वारा प्रलेखीकृत सूचीबद्ध प्रकाशनों के अतिरिक्त, सम्बद्ध विश्वविद्यालय अपने विषय विशेषज्ञों एवं ISBN/ISSN विशेषज्ञों की सहायता से (a) सम्बद्ध विषयों में गुणवत्तायुक्त राष्ट्रीय/क्षेत्रीय स्तर की पत्रिकाओं की सुविस्तृत सूची जारी करेगा एवं (b) विभिन्न भाषा निकायों की भारतीय भाषाओं की पत्रिकाओं जर्नल/पाक्षिक/सरकारी प्रकाशन के खण्डों को तैयार करेगा तथा उन्हें विश्वविद्यालय की वेबसाइट पर अपलोड करेगा तथा उन्हें आवधिक रूप से अद्यतन कराएगा।	विश्वविद्यालय विषय विशेषज्ञ समितियों के माध्यम से पत्रिकाओं को विषयवार रूप से चिन्हित करेगा तथा अनुशंसायें यूजीसी द्वारा निर्धारित प्रारूप में यूजीसी की स्थायी समिति की स्वीकृति हेतु अग्रसारित करेगा। यूजीसी स्थायी समिति द्वारा जिन पत्रिकाओं को ऐसी सूची में से स्वीकृत किया जाए, उन्हें यूजीसी की अधिसूचित "पत्रिका सूची" में सम्मिलित किया जाएगा। विश्वविद्यालय से ऐसी सूची प्राप्त होने के 60 कार्यकारी दिवसों के भीतर यूजीसी स्थायी समिति उसकी अनुशंसायें प्रस्तुत कर देगी। "पत्रिका सूची" में सम्मिलित किये जाने के लिए यूजीसी स्थायी समिति अपने आपसे भी पत्रिकाओं की अनुशंसा कर सकती है।

3. विश्वविद्यालय अनुदान आयोग (विश्वविद्यालयों एवं महाविद्यालयों में शिक्षकों एवं अन्य अकादमिक स्टाफ की नियुक्ति के लिए न्यूनतम अर्हता एवं उच्च शिक्षा मानकों के अनुक्षण के अन्य उपाय)(तृतीय संशोधन) विनियम 2016 के अन्तर्गत विनियम 3.3.1.4.4.1.4.4.2.4.4.2.2, 4.4.2.3, 4.5.3 एवं 4.6.3 में निर्धारित प्रावधान जो 11 जुलाई, 2009 से पूर्व पीएच0डी0 पाठ्यक्रमों में पंजीकृत अभ्यर्थियों को छूट दिये जाने के विषय में हैं, वे निम्नवत् संशोधित एवं पठनीय माने जाएंगे:-

बशर्ते, दिनांक 11 जुलाई, 2009 से पूर्व एम. फिल./पीएच0डी0 हेतु पाठ्यक्रमों के लिए पंजीकृत अभ्यर्थियों को प्रदान की जाने वाली डिग्री, संबंधित संस्थान के तत्कालीन अध्यादेश/उपबंधों/विनियमों के द्वारा अभिश्रासित होगी और पीएच0डी0 डिग्रीधारक

अभ्यर्थियों को निम्नवत् शर्तों पर खरा उतरने के अध्याधीन विश्वविद्यालय/महाविद्यालय/संस्थानों में सहायक आचार्य अथवा समकक्ष पदों पर भर्ती एवं नियुक्ति हेतु उन्हें नेट/स्लैट/सेट की न्यूनतम पात्रता शर्तों की अनिवार्यता से छूट प्राप्त होगी:-

- (क) अभ्यर्थी को केवल नियमित (Regular) पद्धति से पीएच0 डी0 डिग्री प्रदान की गई हो।
- (ख) कम से कम दो बाहरी परीक्षकों द्वारा शोध प्रबंध का मूल्यांकन किया गया हो।
- (ग) अभ्यर्थी का मुक्त मौखिक साक्षात्कार किया गया हो।
- (घ) अभ्यर्थी ने अपने पीएच0 डी0 शोध कार्य में से दो शोध पत्र प्रकाशित किये हैं जिनमें से कम से कम एक पत्र संदर्भित (Refereed) पत्रिका में प्रकाशित हुआ हो।
- (ङ) अभ्यर्थी ने अपने पीएच0 डी0 शोध कार्य में से दो प्रस्तुतियां सम्मेलनों/संगोष्ठियों में दीं हों।

उपरोक्त (क) से लेकर (ङ) कुलपति/सम कुलपति/अध्यक्ष (अकादमिक मामले)/अध्यक्ष(विश्वविद्यालय अनुदेश) द्वारा प्रमाणित किया जाना चाहिए।

4. विश्वविद्यालय अनुदान आयोग (शिक्षकों एवं अन्य अकादमिक स्टाफ की विश्वविद्यालयों एवं महाविद्यालयों में नियुक्ति संबंधी न्यूनतम अर्हताओं एवं उच्च शिक्षा के मानकों के अनुरक्षण के उपायों) (द्वितीय संशोधन) विनियम 2013 के विनियम 6.0.1 का द्वितीय प्रावधान निम्न द्वारा प्रतिस्थापित होगा:-

“बशर्ते श्रेणी III (शोध एवं अकादमिक योगदान) के अन्तर्गत इन उप-श्रेणियों में, लैक्चर्स/पेपर्स की उप श्रेणी के अलावा, प्रत्येक की एपीआई (API) प्राप्तांक की दावेदारी पर सीमा नहीं होगी।

परिणामतः, विश्वविद्यालय अनुदान आयोग (शिक्षकों एवं अन्य अकादमिक स्टाफ की विश्वविद्यालयों एवं महाविद्यालयों में नियुक्ति संबंधी न्यूनतम अर्हता एवं उच्च शिक्षा के मानकों के अनुरक्षण संबंधी उपायों) (द्वितीय संशोधन) विनियम 2013 के विनियम 6.0.1 की तालिका विलोपित मानी जायेगी।

5. गुणवत्ता पोषित करने के लिए, छात्र “फीडबैक”, उच्च शैक्षिक संस्थानों के अकादमिक विकास का एक अभिन्न अंग है। छात्र “फीडबैक” एवं शिक्षकों द्वारा दिया गया अनुत्तर, अध्यापन-शिक्षा प्राप्ति एवं संस्थागत विकास में सुधार के प्रति एक उत्प्रेरक की भूमिका अदा करते हैं। संकल्पनाओं की स्पष्टता, विषयगत एवं अकादमिक विषयों में रुचि को विकास एवं गहन रूप से संबंधित करने के लिए छात्र फीडबैक जो अध्यापन, संप्रेषण, प्रविधि एवं शिक्षा शास्त्र से संबद्ध है, वह प्रमुख है। विश्वविद्यालयों एवं महाविद्यालयों को अध्यापन- अधिगम पर रचनात्मक फीडबैक उपलब्ध कराने में छात्रों को प्रोत्साहित करना चाहिए ताकि गुणवत्ता पूर्ण शिक्षा सर्वधित हो सके तथा फीडबैक पर अनुक्रिया प्राप्त हो सके।

6. परिशिष्ट III की तालिका-I, II(A), II(B), III, IV, V(A), V(B), VI, VII, VIII(A), VIII(B) एवं IX जो कि विश्वविद्यालय अनुदान आयोग (विश्वविद्यालयों एवं महाविद्यालयों में शिक्षकों एवं अन्य अकादमिक स्टाफ की नियुक्ति संबंधी न्यूनतम अर्हताएं एवं उच्च शिक्षा के मानकों के अनुरक्षण संबंधी अन्य उपाय) (तृतीय संशोधन) विनियम 2016 के विषय में हैं, वह परिशिष्ट-III: तालिका- I, II(A), II(B), III, IV, V(A), V(B), VI, VII, VIII(A), VIII(B) एवं IX जो कि इन चतुर्थ संशोधन विनियमों से संलग्न है, उनके द्वारा प्रतिस्थापित होगी।

प्रो. (डा.) जसपाल सिंह सन्धू, सचिव

[विज्ञापन III/4/असा./113(165)]

परिशिष्ट-III: तालिका-I

विश्वविद्यालयों और महाविद्यालयों में सहायक आचार्य, सह-आचार्य, और आचार्य के लिए करियर प्रगति योजना (सीएस) पदोन्नति हेतु अकादमिक प्रदर्शन संकेतांक (एपीआई) तथा सह-आचार्य और आचार्य की सीधी भर्ती हेतु प्रास्तावित अंक शिक्षकों के विभिन्न स्तरों के लिए प्रत्यक्ष शिक्षण कार्यभार और अधिमान दिया जाए

प्रति सप्ताह प्रत्यक्ष शिक्षण घंटे	
सहायक आचार्य	16
सह-आचार्य	14
आचार्य	14

शिक्षक के स्व-आकलन पर आधारित, एपीआई अंकों को निम्नलिखित के लिए प्रस्तावित किया जाता है (क) शिक्षण संबंधित क्रियाकलाप कार्यक्षेत्र की जानकारी (ख) परीक्षा और मूल्यांकन में भागीदारी और (ग) नवोन्मेषी शिक्षण, नये पाठ्यक्रमों के प्रति योगदान आदि। इस श्रेणी के शिक्षकों द्वारा जरूरी न्यूनतम एपीआई अंक पदोन्नति के विभिन्न स्तरों हेतु अलग-अलग हैं। स्व-आकलन अंक तटस्थ रूप से सत्यापनीय अभिलेख पर आधारित होने चाहिए। इसे छानबीन सह मूल्यांकन/चयन समिति द्वारा अंतिम रूप दिया जाएगा। विश्वविद्यालय क्रियाकलापों का व्यौरा अथवा, यदि संस्थानिक विनिर्दिष्टता की आवश्यकता हो, इस श्रेणी के अंतर्गत आवश्यक न्यूनतम कुल एपीआई अंकों को परिवर्तित किए बिना अधिमानों को समायोजित कर सकते हैं।

श्रेणी I: शिक्षण, ज्ञानार्जन और मूल्यांकन संबंधी क्रियाकलाप

श्रेणी	क्रियाकलाप की प्रकृति	सहायक आचार्य		सह-आचार्य		आचार्य	
		अधिकतम अंक	वास्तविक अंक	अधिकतम अंक	वास्तविक अंक	अधिकतम अंक	वास्तविक अंक
1.	क. प्रत्यक्ष शिक्षण	70	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷7.5	60	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷7.75	60	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷7.75
	ख. परीक्षा ड्यूटी (प्रश्न पत्र तैयार करना, पर्यवेक्षण, उत्तर पुस्तिकाओं का मूल्यांकन) आबंटन अनुसार	20	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷10	20	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷10	10	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷10
	ग. नवोन्मेषी शिक्षण—ज्ञानार्जन प्रणालियाँ, विषय वस्तु/पाठ्यक्रमों आदि को अद्यतन करना, परामर्श इत्यादि	10	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷10	15	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷10	20	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷10

* नोट:

- प्रति सप्ताह 16/14/14 घंटे में व्याख्यान/अनुशिक्षण/प्रेक्टिकल्स/प्रोजेक्ट पर्यवेक्षण/क्षेत्रीय कार्य शामिल हैं।
- विश्वविद्यालय न्यूनतम 75% कट-ऑफ निर्धारित कर सकता है, जिसके नीचे इन उप-श्रेणियों में कोई भी प्राप्तिक समितित नहीं किये जा सकते हैं।
- स्थापित अकादमिक एवं शिक्षण परम्पराओं के अनुरूप तथा छात्र केन्द्रित, देख-रेख को प्रतिपुष्ट करने के उद्देश्य से आध्यापकों को, कक्षागत अध्यापन की संरचना के अतिरिक्त, छात्रों के साथ मिलकर कार्य करने के लिए प्रोत्साहित किया जाना चाहिए। प्रत्यक्ष रूप से इस प्रक्रिया में छात्रों की सुरक्षा, मार्गदर्शन एवं परामर्श को सम्मिलित किया जा सकता है। पृथक रूप से अशक्त छात्रों की आवश्यकताओं को चिन्हित करने के लिए अथवा उनकी आवश्यकताओं एवं उनके अकादमिक निष्पादन के लिए अथवा उनकी असमर्थता दूर करने के लिए अध्यापकसर्वाधिक उपयुक्त हैं। ऐसे प्रयासों के लिए कोई समय अवधि निर्धारित नहीं है और न ही उसे एपीआई प्राप्तांकों के परिप्रेक्ष्य में अथवा परिकलन में सप्ताहों अथवा महीनों के रूप में आंकलित किया जा सकता है। तथापि अध्यापकों द्वारा ऐसे कार्यों द्वारा आवश्यक एवं महत्वपूर्ण गतिविधियों को पूरा किया जाना चाहिए।

श्रेणी II: व्यावसायिक विकास, सह-पाठ्यक्रम और विस्तारण क्रियाकलाप

शिक्षक के स्व-आकलन पर आधारित, श्रेणी दो एपीआई अंकों को व्यावसायिक विकास, सह-पाठ्यक्रम और विस्तारण क्रियाकलापों और संबंधित योगदानों के लिए प्रस्तावित किया जाता है। पदोन्नति की पात्रता हेतु शिक्षकों द्वारा आवश्यक न्यूनतम एपीआई को तालिका II—ए में निर्धारित किया गया है। मर्दों और अंकों की एक सूची नीचे दी गई है। स्व-आकलन अंक तटस्थ रूप से सत्यापनीय अभिलेखों पर आधारित होने चाहिए और इसे छात्रवृत्ति सह मूल्यांकन समिति द्वारा सहायक आचार्य से उच्चतर पदों हेतु तथा चयन समिति द्वारा सहायक आचार्य से सह-आचार्य और सह-आचार्य से आचार्य पद पर पदोन्नति हेतु तथा सह-आचार्य और आचार्य के पद पर सीधी भर्ती हेतु अंतिम रूप दिया जाएगा।

नीचे दी गई नमूना तालिका में क्रियाकलापों और एपीआई अंकों के समूह दिये गये हैं। विश्वविद्यालय क्रियाकलापों का ब्यौरा अथवा, यदि संस्थानिक विनिर्दिष्टता की आवश्यकता हो तो इस श्रेणी के अंतर्गत आवश्यक न्यूनतम कुल एपीआई अंकों को परिवर्तित किए बिना अधिमानों को समायोजित कर सकते हैं।

श्रेणी दो	क्रियाकलाप की प्रकृति	अधिकतम एपीआई अंक	वास्तविक अंक
क	(i) छात्र संबंधी सह-पाठ्यक्रम, विस्तारण और क्षेत्र आधारित क्रियाकलाप। विषय संबंधी सह-पाठ्यक्रम गतिविधियाँ (उदाहरणार्थ उपचारात्मक कक्षाएँ, करियर परामर्श, अध्ययन दौरा, छात्र संगोष्ठी और अन्य आयोजन, आदि) (ii) अन्य सह-पाठ्यक्रम गतिविधियाँ (सांस्कृतिक, खेलकूद, राष्ट्रीय सेवा योजना, एन.सी.सी. आदि) (iii) विस्तारण और प्रसारण क्रियाकलाप (सार्वजनिक/प्रसिद्ध व्याख्यान/चर्चा/संगोष्ठियाँ आदि)	15	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷ 10
	(i) कारपोरेट जीवन के प्रति योगदान और शैक्षिक और प्रशासनिक समितियों तथा उत्तरदायित्वों में भागीदारी के माध्यम से विभाग और संस्था का प्रबंधन प्रशासनिक उत्तरदायित्व (इसमें डीन/प्राचार्य/सभापति/संयोजक/प्रभारी	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे

ख.	(ii)	शिक्षक/अन्य समान द्यूटी जिनके निस्तरण हेतु नियमित कार्यालय आने की आवश्यकता होती है वे शामिल हैं) अध्ययन, बोर्ड, अकादमिक एवं प्रशासनिक समितियों में भागीदारी		÷ 10
ग.		व्यावसायिक विकास क्रियाकलाप (यथा संगोष्ठियों/सम्मेलनों, लघु अवधि के प्रशिक्षण पाठ्यक्रमों, औद्योगिक अनुभव, चर्चा में भाग लेना, पुनश्चर्चा/संकाय विकास पाठ्यक्रमों में व्याख्यान देना, प्रसार, और सामान्य लेख तथा अन्य कोई योगदान)	15	प्रति शैक्षिक वर्ष उपयोग किए गए वारताविक घंटे ÷ 10

श्रेणी-III: शोध और शैक्षिक योगदान

शिक्षक के रव-आकलन पर आधारित, एपीआई अंकों को शोध और शैक्षिक योगदान हेतु प्रस्तावित किया जाता है। इस श्रेणी के शिक्षकों द्वारा जरूरी न्यूनतम एपीआई अंक, विश्वविद्यालयों और महाविद्यालयों में पदोन्नति के विभिन्न स्तरों हेतु अलग-अलग हैं। रव-आकलन अंक सत्यापनीय कसौटी पर आधारित होने चाहिए और इसे छानबीन-सह-मूल्यांकन समिति द्वारा सहायक आचार्य से उच्चतर पदों हेतु तथा चयन समिति द्वारा सहायक आचार्य से सह-आचार्य और सह-आचार्य से आचार्य पद पर पदोन्नति हेतु तथा सह-आचार्य और आचार्य के पद पर सीधी भर्ती हेतु अंतिम रूप दिया जाएगा।

श्रेणी	क्रियाकलाप	विज्ञान/इंजीनियरिंग/कृषि/चिकित्सा/ पशु विज्ञान	भाषा/मानविकी/कला/सामाजिक विज्ञान/पुस्तकालय/शारीरिक शिक्षा/प्रबंधन के संकाय	विश्वविद्यालय/महाविद्यालय के शिक्षक हेतु अधिकतम अंक*
III(क)	जिनमें शोध पत्रों का प्रकाशन किया गया है	वि.अ.आ. द्वारा यथा अधिसूचित संदर्भित(Refereed) पत्रिकाएं# वि.अ.आ. द्वारा यथा अधिसूचित अन्य प्रतिष्ठित पत्रिकाएं#	वि.अ.आ. द्वारा यथा अधिसूचित संदर्भित पत्रिकाएं# वि.अ.आ. द्वारा यथा अधिसूचित अन्य प्रतिष्ठित पत्रिकाएं#	25 प्रति प्रकाशन 10 प्रति प्रकाशन
III(ख)	पत्रिका लेखों के अतिरिक्त अन्य प्रकाशन (पुस्तकें, पुस्तकों में अध्याय)	अन्तर्राष्ट्रीय प्रकाशकों द्वारा विश्वविद्यालय से अनुमोदित एवं उसकी वेबसाइट पर दर्शायी गई आईएसबीएन/आईएसएसएन (ISBN/ISSN)संख्या सहित पाठ्य/संदर्भ पुस्तकें। सूची को विश्वविद्यालय अनुदान आयोग की जानकारी हेतु प्रेषित किया जाएगा। राष्ट्रीय स्तर के प्रकाशकों द्वारा प्रकाशित विश्वविद्यालय से अनुमोदित राज्य/केन्द्र सरकार के प्रकाशन एवं उरा विश्वविद्यालय की वेबसाइट पर दर्शायी गई आईएसबीएन/आईएसएसएन (ISBN/ISSN)संख्या सहित विषयगत पुस्तकें। सूची को विश्वविद्यालय अनुदान आयोग की जानकारी हेतु प्रेषित किया जाएगा। विश्वविद्यालय द्वारा अनुमोदित एवं उसकी वेबसाइट पर अन्य स्थानीय रचनाकारों द्वारा प्रकाशित पुस्तकें जो आईएसबीएन/आईएसएसएन (ISBN/ISSN)संख्या सहित हैं। सूची को विश्वविद्यालय अनुदान आयोग की जानकारी हेतु प्रेषित किया जाएगा। विश्वविद्यालय द्वारा अनुमोदित एवं अपनी वेबसाइट पर दर्शायी गयी आईएसबीएन/आईएसएसएन (ISBN/ISSN)संख्या सहित पुस्तकों के अध्याय जो राष्ट्रीय एवं अन्तर्राष्ट्रीय प्रकाशकों द्वारा प्रकाशित किये गये हैं।	अन्तर्राष्ट्रीय प्रकाशकों द्वारा विश्वविद्यालय से अनुमोदित एवं उसकी वेबसाइट पर दर्शायी गई आईएसबीएन/आईएसएसएन (ISBN/ISSN)संख्या सहित पाठ्य/संदर्भ पुस्तकें। सूची को विश्वविद्यालय अनुदान आयोग की जानकारी हेतु प्रेषित किया जाएगा। राष्ट्रीय स्तर के प्रकाशकों द्वारा प्रकाशित विश्वविद्यालय से अनुमोदित राज्य/केन्द्र सरकार के प्रकाशन एवं उरा विश्वविद्यालय की वेबसाइट पर दर्शायी गई आईएसबीएन/आईएसएसएन (ISBN/ISSN)संख्या सहित विषयगत पुस्तकें। सूची को विश्वविद्यालय अनुदान आयोग की जानकारी हेतु प्रेषित किया जाएगा। विश्वविद्यालय द्वारा अनुमोदित एवं उसकी वेबसाइट पर अन्य स्थानीय रचनाकारों द्वारा प्रकाशित पुस्तकें जो आईएसबीएन/आईएसएसएन (ISBN/ISSN) संख्या सहित हैं। सूची को विश्वविद्यालय अनुदान आयोग की जानकारी हेतु प्रेषित किया जाएगा। दर्शायी गयी आईएसबीएन/आईएसएसएन (ISBN/ISSN)संख्या सहित पुस्तकों के अध्याय जो राष्ट्रीय एवं अन्तर्राष्ट्रीय प्रकाशकों द्वारा प्रकाशित किये गये हैं।	एकल लेखक हेतु प्रति पुस्तक 30 एकल लेखक हेतु प्रति पुस्तक 20 एकल लेखक हेतु प्रति पुस्तक 15 अन्तर्राष्ट्रीय-प्रति अध्याय 10 राष्ट्रीय-प्रति अध्याय 5
III (ग)	शोध परियोजनाएं			
III(ग) (i)	प्रायोजित परियोजनाएं	(क) रुपए 30.0 लाख से अधिक अनुदान वाली बड़ी परियोजनाएं (ख) रुपए 5.0 लाख से रुपए 30.0 लाख	रु0 5.0 लाख से अधिक अनुदान वाली बड़ी परियोजनाएं रु0 3.0 लाख से रु0 5.0 लाख	20 प्रति परियोजना 15 प्रति परियोजना

		तक अनुदान वाली बड़ी परियोजनाएं	तक अनुदान वाली बड़ी परियोजनाएं	
		(ग) रूपए 1.0 लाख से रूपए 5.0 लाख तक वाली लघु परियोजनाएं	रु0 1.0 लाख रूपए से रु0 3.0 लाख तक वाली लघु परियोजनाएं	10 प्रति परियोजना
III (ग) (ii)	परमर्शी परियोजनाएं	न्यूनतम रूपए 10.0 लाख की राशि के साथ अन्य राशि को जुटाया गया	न्यूनतम रु0 2.0 लाख की राशि के साथ अन्य राशि को जुटाया गया	प्रति रु0 10.0 लाख और रु0 2.0 लाख हेतु क्रमशः 10
III (ग) (iii)	परियोजना निष्कर्ष / निर्गत	पेटेंट / प्रौद्योगिकी हस्तांतरण / उत्पाद / प्रक्रिया	प्रमुख अन्तर्राष्ट्रीय निकाय जैसे डब्ल्यू.एस.ओ. / यूएन.ओ. / यूनेस्को / यूनिस्फ (WHO/UNO/UNESCO/UNICEF) इत्यादि एवं केन्द्रीय / राज्य सरकार / स्थानीय निकायों के लिए तैयार प्रमुख नीति संबंधी दस्तावेज	प्रति अन्तर्राष्ट्रीय स्तर के निर्गत अथवा पेटेंट के लिए 30 तथा राष्ट्रीय स्तर के निर्गत अथवा पेटेंट के लिए 20 प्रमुख नीति संबंधी दस्तावेज: अन्तर्राष्ट्रीय निकायों—30 केन्द्रीय सरकार—20 राज्य सरकार—10 स्थानीय निकाय—5
III (घ)	शोध मार्गदर्शन			
III (घ) (i)	एन. फिल	उपाधि प्रदान की गई	उपाधि प्रदान की गई	5 प्रति उम्मीदवार
III (घ) (ii)	पीएच. डी.	उपाधि प्रदान की गई / शोध प्रबंध प्रस्तुत किया गया	उपाधि प्रदान की गई / शोध प्रबंध प्रस्तुत किया गया	15 / 10 प्रति उम्मीदवार
III (ङ)	अध्येतावृत्तियों, पुरस्कार और सम्मेलनों / संगोष्ठियों में दिए गए आमंत्रण व्याख्यान			
III (ङ) (i)	अध्येतावृत्तियों / पुरस्कार	अकादमिक निकायों से प्राप्त अन्तर्राष्ट्रीय पुरस्कार / अध्येतावृत्ति	अकादमिक निकायों / समाओं से प्राप्त अन्तर्राष्ट्रीय पुरस्कार / अध्येतावृत्ति	15 प्रति पुरस्कार / 15 प्रति अध्येतावृत्ति
		अकादमिक निकायों से प्राप्त राष्ट्रीय पुरस्कार / अध्येतावृत्ति	अकादमिक निकायों / समाओं से प्राप्त राष्ट्रीय पुरस्कार / अध्येतावृत्ति	10 प्रति पुरस्कार / 10 प्रति अध्येतावृत्ति
		अकादमिक निकायों से प्राप्त राज्य / विश्वविद्यालय स्तर के पुरस्कार	अकादमिक निकायों / समाओं से प्राप्त राज्य / विश्वविद्यालय स्तर के पुरस्कार	5 प्रति पुरस्कार
III (ङ) (ii)	आमंत्रण व्याख्यान / पत्र	अन्तर्राष्ट्रीय	अन्तर्राष्ट्रीय	7 प्रति व्याख्यान / 5 प्रति प्रस्तुत पत्र
		राष्ट्रीय स्तर	राष्ट्रीय स्तर	5 प्रति व्याख्यान / 3 प्रति प्रस्तुत पत्र
		राज्य / विश्वविद्यालय स्तर	राज्य / विश्वविद्यालय स्तर	3 प्रति व्याख्यान / 2 प्रति प्रस्तुत पत्र
	इस उप-श्रेणी के अंतर्गत अंकों को किसी भी आकलन अवधि हेतु श्रेणी तीन के लिए निर्धारित न्यूनतम के 20% तक सीमित कर दिया जाएगा।			
III (च)	ई-लर्निंग परियोजना प्रक्रिया / सामग्री का विकास			10 प्रतिमापांक

* जहां कहीं भी किसी विशेष विषय से प्रासंगिक हो, संदर्भित (Refereed) पत्रिकाओं में पत्र हेतु एपीआई अंकों को निम्न प्रकार जोड़ा जाएगा: जो (एक) 1 से कम प्रभाव कारक वाले पत्र— 5 अंकों द्वारा (दो) 1 और 2 के बीच प्रभाव कारक वाले पत्र—10 अंकों द्वारा (तीन) 2 और 5 के बीच प्रभाव कारक वाले पत्र—15 अंकों द्वारा (चार) 5 और 10 के बीच प्रभाव कारक वाले पत्र—20 अंकों द्वारा (पांच) 10 से अधिक प्रभाव कारक वाले पत्र—25 अंकों द्वारा। संयुक्त प्रकाशनों हेतु एपीआई की गणना निम्नलिखित तरीके से की जाएगी संबंधित शिक्षक द्वारा प्रकाशन की प्रासंगिक श्रेणी हेतु कुल अंकों के, प्रथम और प्रमुख/अनुरूप (Corresponding) लेखक/पर्यवेक्षक/मार्गदर्शक कुल अंकों के 70% को समान रूप से साझा करेंगे और शेष 30% शेष अन्य लेखकों द्वारा समान रूप से साझा किए जाएंगे।

विश्वविद्यालय पत्रिकाओं को विषयवार रूप से विषयज्ञ समिति के द्वारा चिन्हित करायेंगे, तथा अपनी अनुसंधान यूजीसी स्थायी समिति की स्वीकृति हेतु, यूजीसी द्वारा निर्धारित प्रारूप में आयोग को अग्रसारित करेंगे। इस सूची में से जो पत्रिकाएं यूजीसी की स्थायी समिति द्वारा स्वीकृत की गयी हैं, उन्हें यूजीसी द्वारा अधिसूचित "पत्रिकाओं की सूची" में सम्मिलित किया जाएगा। विश्वविद्यालय से सूची प्राप्त होने के 60 कार्य दिवस के भीतर यूजीसी की स्थायी समिति अपनी अनुसंधान प्रस्तुत करेगी। यूजीसी की स्थायी समिति स्वयंसेव, "पत्रिकाओं की सूची" में सम्मिलित करने के लिए पत्रिकाओं की अनुसंधान करेगी। विश्वविद्यालय द्वारा धारा 6.0.5 (i) का कड़ाई से अनुपालन किया जाएगा।

परिशिष्ट-III तालिका-II(क)

परिशिष्ट-III तालिका-I में दर्शाए गए न्यूनतम एपीआई जिन्हें विश्वविद्यालय विभागों और महाविद्यालयों में करियर उन्नति योजना (सीएएस) के अन्तर्गत शिक्षकों की पदोन्नति एवं विशेषज्ञों के आकलन हेतु अधिमान के लिए लागू किया जाना है।

श्रेणी	क्रियाकलाप	सहायक आचार्य / समकक्ष	सहायक आचार्य / समकक्ष	सहायक आचार्य (चरण 3) से	सह-आचार्य (चरण 4) से	आचार्य (चरण 5) से
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		(चरण 1 से चरण 2) तक	संवर्ग (चरण 2 से चरण 3) तक	सह-आचार्य/समकक्ष संवर्ग (चरण 4) तक	आचार्य/समकक्ष संवर्ग (चरण 5) तक	आचार्य (चरण 6) तक
I	शिक्षण-ज्ञानार्जन, मूल्यांकन संवेद क्रियाकलाप	80/वर्ष	80/ वर्ष	75/ वर्ष	70/ वर्ष	70/ वर्ष
II	व्यावसायिक विकास और निस्तारण क्रियाकलाप-न्यूनतम अंकों का आकलन कुल मिलाकर किया जाना आवश्यक है	50/आकलन अवधि	50/आकलन अवधि	50/आकलन अवधि	50/आकलन अवधि	100/आकलन अवधि
III	शोध और शैक्षिक योगदान- न्यूनतम अंकों का आकलन कुल मिलाकर किया जाना आवश्यक है	20/आकलन अवधि	50/आकलन अवधि	75/आकलन अवधि	100/आकलन अवधि	400/आकलन अवधि
II+I	श्रेणी II और III के अंतर्गत न्यूनतम कुल एपीआई अंक*	90/आकलन अवधि	120/आकलन अवधि	150/आकलन अवधि	180/आकलन अवधि	600/आकलन अवधि
IV	विशेषज्ञ आकलन प्रणाली	छानबीन-सह-आकलन समिति	छानबीन-सह-आकलन समिति	चयन समिति	चयन समिति	विशेषज्ञ समिति
V	विशेषज्ञ आकलन में अधिमान अंकों का प्रतिशत वितरण (कुल अधिमान= 100. पदोन्नति हेतु न्यूनतम 50 की आवश्यकता है)	अलग से कोई अंक नहीं। छानबीन समिति को एपीआई प्राप्तांक का सत्यापन करना है।	अलग से कोई अंक नहीं। छानबीन समिति को एपीआई प्राप्तांक का सत्यापन करना है।	30%शोध योगदान 50% विषय क्षेत्र के ज्ञान और शिक्षण अभ्यास का आकलन 20%साक्षात्कार में प्रदर्शन	50%शोध योगदान 30% विषय क्षेत्र के ज्ञान और शिक्षण अभ्यास का आकलन 20%साक्षात्कार में प्रदर्शन	50%शोध योगदान 50% प्रदर्शन मूल्यांकन और संप्रेषण प्रक्रिया द्वारा अन्य प्रत्यय पत्र

* शिक्षक श्रेणी II + III के अंतर्गत आवश्यक न्यूनतम प्राप्तांकों को प्राप्त करने के लिए श्रेणी II अथवा श्रेणी IIIमें से किसी से भी अंकों का शेषप्राप्त कर सकते हैं।

परिशिष्ट-III तालिका-II (ख)

विश्वविद्यालय विभागों/महाविद्यालयों में शिक्षकों की सीधी भर्ती हेतु एपीआई के लिए न्यूनतम प्राप्तांक और विनियम में वर्णित अन्य विनिर्दिष्ट पात्रता अर्हताओं के साथ अधिमानों पर चयन समितियों में विचार किये जाने हेतु

	सहायक आचार्य (चरण 1)	सह-आचार्य (चरण 4)	आचार्य (चरण 5)
न्यूनतम एपीआई प्राप्तांक	इन विनियमों में यथावर्णित न्यूनतम अर्हताएं	एपीआई की श्रेणी II और III से 300 अंकों के कुल एपीआई प्राप्तांकों की संघटित आवश्यकता (कुल मिलाकर)	एपीआई की श्रेणी II और III से 400 अंकों के कुल एपीआई प्राप्तांकों की संघटित आवश्यकता (कुल मिलाकर)
चयन समितिमानदण्ड/अधिमान (कुल अधिमान= 100)	(क) शैक्षिक रिकार्ड और शोध प्रदर्शन (50%) (ख)विषय की जानकारी और शिक्षण कौशल का आकलन (30%) (ग) साक्षात्कार में प्रदर्शन (20%)	(क) शैक्षिक पृष्ठभूमि (20%) (ख) एपीआई प्राप्तांक और प्रकाशनों की गुणवत्ता पर आधारित शोध प्रदर्शन (40%) (ग) विषय की जानकारी और शिक्षण कौशल का आकलन (20%) (घ) साक्षात्कार में प्रदर्शन (20%)	(क) शैक्षिक पृष्ठभूमि (20%) (ख) एपीआई प्राप्तांक और प्रकाशनों की गुणवत्ता पर आधारित शोध प्रदर्शन (40%) (ग) विषय की जानकारी और शिक्षण कौशल का आकलन (20%) (घ) साक्षात्कार में प्रदर्शन (20%)

परिशिष्ट-III तालिका-III

विश्वविद्यालयों और महाविद्यालयों में शिक्षकों की पदोन्नति हेतु न्यूनतम शैक्षिक प्रदर्शन और सेवा संबंधी अपेक्षाएं

क्रम संख्या	सीएस के माध्यम से शिक्षकों की पदोन्नति	सेवा आवश्यकताएं	न्यूनतम शैक्षिक प्रदर्शन और छानबीन/चयन मानदण्ड
1	सहायक	चरण 1 में सहायक आचार्य और	(i) वि.अ.आ. द्वारा विकसित पीपीएस गणना प्रारूप का

	आचार्य/समकक्ष संवर्ग चरण 1 से चरण 2 तक	पीएचडी के साथ चार वर्ष की सेवा पूरी कर ली हो अथवा जिनहोंने एम.फिल./एलएल.एम. एम.टेक. एम.वी.एससी. एम.डी. जैसे व्यावसायिक पाठ्यक्रमों में स्नातकोत्तर डिग्री के साथ पांच वर्ष की सेवा पूरी कर ली हो अथवा जिनहोंने पीएच.डी./एम. फिल./व्यावसायिक पाठ्यक्रमों के बिना छह वर्ष की सेवा पूरी कर ली हो।	उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक जो तालिका II (क) में दिए गए मानदण्डों के अनुसार है (ii) 2/3 सप्ताह की अवधि का एक प्रबोधन और एक पुनश्चर्चा/शोध प्रणाली पाठ्यक्रम (iii) पदोन्नति की अनुशंसा हेतु छानबीन सह सत्यापन प्रक्रिया
2	सहायक आचार्य/समकक्ष संवर्ग चरण 2 से चरण 3 तक	चरण 2 में पांच वर्ष की पूरी सेवा वाले सहायक आचार्य	(i) वि.अ.आ. द्वारा विकसित पीबीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक जो तालिका II (क) में दिए गए मानदण्डों के अनुसार है (ii) पुनश्चर्चा पाठ्यक्रमों, प्रविधि कार्यशालाओं, प्रशिक्षण, शिक्षण-ज्ञानार्जन-मूल्यांकन तकनीकी पाठ्यक्रमों, सरल कौशल विकास कार्यक्रमों और संकाय विकास कार्यक्रमों की श्रेणियों में से 2/3 सप्ताह की अवधि की एक पाठ्यचर्चा/पाठ्यक्रम (iii) पदोन्नति की अनुशंसा हेतु छानबीन सह-सत्यापन प्रक्रिया
3	सहायक आचार्य(चरण 3) से सह-आचार्य (चरण 4) तक	चरण 3 में तीन वर्ष की पूरी सेवा वाले सहायक आचार्य	(i) वि.अ.आ. द्वारा विकसित पीबीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक जो तालिका II (क) में दिए गए मानदण्डों के अनुसार है (ii) सहायक आचार्य के तौर पर संपूर्ण अवधि (चार वर्ष) में कम से कम तीन प्रकाशन हों। तथापि, महाविद्यालय के शिक्षकों के मामले में एम.फिल. धारकों को एक प्रकाशन और पीएच.डी. धारकों को दो प्रकाशनों की छूट प्रदान की जा सकती है। (iii) प्रविधि कार्यशालाओं, प्रशिक्षण, शिक्षण-ज्ञानार्जन-मूल्यांकन तकनीक पाठ्यक्रमों, सरल कौशल विकास पाठ्यक्रम और संकाय विकास कार्यक्रम की श्रेणियों में से कम से कम एक सप्ताह की अवधि का एक पाठ्यक्रम / पाठ्यचर्चा हो। (iv) तालिका II (क) में निर्धारित विनियम के अनुसार एक चयन समिति प्रक्रिया
4	सह-आचार्य(चरण 4) से आचार्य (चरण 5) तक	चरण 4 में तीन वर्ष की पूरी सेवा वाले सह-आचार्य	(i) वि.अ.आ. द्वारा विकसित पीबीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक जो तालिका II (क) में दिए गए मानदण्डों के अनुसार है, यदि आवश्यक हो तो शिक्षक न्यूनतम प्राप्तांक उपलब्ध करने के लिए (चरण 2 और 3 के अन्तर्गत) दो आकलन अवधियों को संयोजित कर सकते हैं। (ii) शिक्षक के चरण 3 में आने के बाद से कम से कम पांच प्रकाशन। (iii) तालिका II (क) में निर्धारित विनियम के अनुसार एक चयन समिति प्रक्रिया
5	आचार्य(चरण 5) से आचार्य (चरण 6) तक	दस वर्ष की पूरी सेवा वाले आचार्य (केवल विश्वविद्यालय)	(i) वि.अ.आ. द्वारा विकसित पीबीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक जो तालिका II (क) में दिए गए मानदण्डों के अनुसार है (ii) अतिरिक्त प्रत्यायकों के साक्ष्य रूप में निम्न को प्रस्तुत किया जाना चाहिए। (क) उच्च स्तरीय पोस्टडॉक्टोरल शोध परिणाम (ख) पुरस्कार/सम्मान/प्रमाणन/उत्पादों पर पेटेंट और

			आईपीआर जो कि उन विकसित एवं उपलब्ध हस्तान्तरित प्रौद्योगिकी से संबंधित प्रक्रियाओं पर है एवं (ग) डी.एससी., डी.लिट., एल.एल.डी., आदि जैसी अतिरिक्त शोध उपधियां। (iii) तालिका II (क) में निर्धारित विनियम के अनुसार एक चयन समिति प्रक्रिया, यथा विनिर्दिष्ट एक चयन विशेषज्ञ समिति द्वारा पुनरीक्षण प्रक्रिया।
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परिशिष्ट-III: तालिका IV

शारीरिक एवं खेलकूद शिक्षा में करियर उन्नति योजना (सीएएस) के लिए, सहायक निदेशक, महाविद्यालय निदेशक की पदोन्नति हेतु तथा विश्वविद्यालयों में उप निदेशक और निदेशक की सीधी भर्ती के लिए अकादमिक प्रदर्शन संकेतांक (एपीआई)

शारीरिक शिक्षा कार्मिकों के विभिन्न स्तरों के लिए प्रत्यक्ष कार्यभार और दिया जाने वाला अधिमान		
प्रति सप्ताह प्रत्यक्ष कार्य घंटे		अधिमान
सहायक निदेशक, शारीरिक शिक्षा	40	100
उप निदेशक, शारीरिक शिक्षा	36+4*	90
निदेशक, शारीरिक शिक्षा	32+8*	80

शारीरिक शिक्षा कार्मिकों के स्व-आकलन पर आधारित, एपीआई अंकों को निम्नलिखित के लिए प्रस्तावित किया जाता है (क) व्याख्यान सह अभ्यास आधारित एथलीट/खेल कक्षाएं, अनुशिक्षण और प्रशिक्षण संबंधी क्रियाकलाप (ख) खेलकूद और खेल प्रतियोगिताओं का आयोजन करना तथा प्रबंधन संबंधी क्रियाकलाप और (ग) खेल अवसरचना और विस्तारण सेवाओं आदि का उन्नयन। इस श्रेणी के शारीरिक शिक्षा कार्मिकों द्वारा जरूरी न्यूनतम एपीआई अंक पदोन्नति के विभिन्न स्तरों हेतु अलग-अलग हैं। स्व-आकलन अंक तटस्थ रूप से उद्देश्य परक सत्यापन योग्य अभिलेखों पर आधारित होने चाहिए। इसे छानबीन सह मूल्यांकन/चयन समिति द्वारा अंतिम रूप दिया जाएगा। यदि संस्थानिक विनिर्दिष्टता की आवश्यकता हो, तो विश्वविद्यालय क्रियाकलापों का ब्यौरा इस श्रेणी के अंतर्गत आवश्यक न्यूनतम कुल एपीआई अंकों को परिवर्तित किए बिना अधिमानों को समायोजित कर सकते हैं।

* प्रशासनिक उत्तरदायित्वों, नवोन्मेष, सुविधाओं का उन्नयन, सेवा का विस्तार आदि के संबंध में उपयोग किए गए घंटे

श्रेणी I: शिक्षण, प्रशिक्षण, अनुशिक्षण, खिलाड़ी विकास और खेल प्रबंधन से जुड़े क्रियाकलाप

क्रियाकलाप की प्रकृति	सहायक निदेशक/महाविद्यालय निदेशक		उप निदेशक		निदेशक	
	अधिकतम अंक	वास्तविक अंक	अधिकतम अंक	वास्तविक अंक	अधिकतम अंक	वास्तविक अंक
क. आर्वाइव्ड घंटों के अनुसार व्याख्यान सह अभ्यास आधारित एथलीट/खेल कक्षाएं, संगोष्ठियां करना/प्रशिक्षण शिविरों का आयोजन करना/खिलाड़ी विकास/प्रशिक्षण वृत्ति (50 अंक) खेल प्रतिभाओं की पहचान करना और छात्रों के बीच खेल उत्कृष्टता का सर्वेक्षण करना (20 अंक) खेल के मैदानों का विकास और रख-रखाव, अन्य खेल सुविधाओं की खरीद और रख-रखाव (10 अंक)	80	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷17.5	70	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷17.25	60	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷16.75
ख. खिलाड़ियों हेतु शारीरिक शिक्षा और खेल वृत्ति का प्रबंधन (आयोजनों, निष्पादन	10	प्रति शैक्षिक वर्ष उपयोग किए गए	10	प्रति शैक्षिक वर्ष उपयोग किए गए	10	प्रति शैक्षिक वर्ष उपयोग किए गए

और शारीरिक शिक्षा तथा खेलों में नीतियों का मूल्यांकन) (10 अंक) अंतर्राष्ट्रीय/राष्ट्रीय/राज्य/ अंतर-विश्वविद्यालय/अंतर-जोन स्तरों पर खेलकूद और खेल प्रतियोगिताओं का आयोजन करना (10 अंक)		वास्तविक घंटे ÷10		वास्तविक घंटे ÷10		वास्तविक घंटे ÷10
ग. शारीरिक शिक्षा और खेलों में वैज्ञानिक और तकनीकी ज्ञान का उन्नयन (10 अंक) अवकाश के दिनों में संस्थाओं और संगठनों में सेवाएं, खेल सुविधाएं और प्रशिक्षण संबंधी सेवाओं का विस्तार करना (10 अंक)	10	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷10	10	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷10	10	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷10

श्रेणी II: व्यावसायिक विकास, सह-पाठ्यक्रम और विस्तारण क्रियाकलाप

शारीरिक शिक्षा संवर्ग के स्व-आकलन पर आधारित, श्रेणी II एपीआई प्राप्तियों को सह-पाठ्यक्रम, विस्तारण क्रियाकलापों और व्यावसायिक विकास से संबंधित योगदानों के लिए प्रस्तावित किया जाता है। मदों और प्राप्तियों की एक सूची नीचे दी गई है। स्व-आकलन प्राप्तिक तटस्थ रूप से सत्यापनीय कसौटी पर आधारित होने चाहिए और इसे छात्रवीन सह-मूल्यांकन समिति द्वारा सहायक निदेशक शारीरिक शिक्षा/महाविद्यालय निदेशक से उच्चतर पदों हेतु तथा चयन समिति द्वारा सहायक निदेशक शारीरिक शिक्षा से उप निदेशक शारीरिक शिक्षा तथा उप निदेशक शारीरिक शिक्षा से निदेशक शारीरिक शिक्षा पद पर पदोन्नति हेतु तथा उप निदेशक शारीरिक शिक्षा और निदेशक शारीरिक शिक्षा के पद पर सीधी भर्ती हेतु अंतिम रूप दिया जाएगा। नीचे दी गई नमूना तालिका में क्रियाकलापों और एपीआई प्राप्तियों के समूह दिये गये हैं। विश्वविद्यालय क्रियाकलापों का ब्यौरा अथवा, यदि संस्थानिक विनिर्दिष्टता की आवश्यकता हो, इस श्रेणी के अंतर्गत आवश्यक न्यूनतम कुल एपीआई प्राप्तियों को परिवर्तित किए बिना अधिमानों को समायोजित कर सकते हैं।

क्रियाकलाप की प्रकृति	अधिकतम एपीआई प्राप्तियाँ	वास्तविक प्राप्तिक
(क)छात्र संबंधी सह-पाठ्यतर, विस्तारण और क्षेत्र आधारित क्रियाकलाप (i) विषय संबंधीपाठ्यतर क्रियाकलाप(सांस्कृतिक, खेलकूद, रा.से.यो., एनसीसी आदि)(विभिन्न स्तर के भीतरी और बाहरी कार्यक्रम) (ii) विस्तारण और प्रसार क्रियाकलाप(सार्वजनिक/प्रसिद्ध व्याख्यान/चर्चाएँ/संगोष्ठियाँ आदि)	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷10
(ख)कारपोरेट जीवन के प्रति योगदान और खेल और प्रशसनिक समितियों तथा उत्तरदायित्वों में भागीदारी के माध्यम से खेल इकाईयों और संस्था का प्रबंधन (जिसमें प्राध्याप/निदेशक/संयोजक/अन्य समान ड्यूटी जिनके निस्तारण हेतु नियमित कार्यालय घण्टों की आवश्यकता है, वे सब शामिल हैं)	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷10
(ग)व्यावसायिक विकास क्रियाकलाप (यथा संगोष्ठियों/सम्मेलनों, लघु अवधि के प्रशिक्षण पाठ्यक्रमों, शिविरों और आयोजनों, चर्चा में भाग लेना, पुनर्प्रेषण/संकाय विकास पाठ्यक्रमों में व्याख्यान देना, संघों की सदस्यता, प्रसार, और सामान्य लेख तथा अन्य कोई योगदान)	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷10

श्रेणी-III: शोध और अकादमिक योगदान

स्व-आकलन पर आधारित, एपीआई प्राप्तियों को शोध और खेल योगदान हेतु प्रस्तावित किया जाता है। इस श्रेणी में जरूरी न्यूनतम एपीआई प्राप्तिक विश्वविद्यालयों और महाविद्यालयों में पदोन्नति के विभिन्न स्तरों के लिए अलग-अलग हैं। स्व-आकलन प्राप्तिक सत्यापनीय कसौटी पर आधारित होंगे और इसे छात्रवीन सह-मूल्यांकन समिति द्वारा शारीरिक शिक्षा एवं खेलकूद के सहायक निदेशक के पद से उच्चतर पदों पर पदोन्नति हेतु शारीरिक शिक्षा एवं खेलकूद की चयन समिति द्वारा सहायक निदेशक के पद से उप निदेशक के पद पर पदोन्नति हेतु तथा उप निदेशक शारीरिक शिक्षा एवं खेलकूद और निदेशक शारीरिक शिक्षा एवं खेलकूद के पद के लिए सीधी भर्ती हेतु अंतिम रूप दिया जाएगा।

श्रेणी	क्रियाकलाप	शारीरिक शिक्षा एवं खेलकूद संकाय	विश्वविद्यालय/महाविद्यालय के निदेशक, शारीरिक शिक्षा, हेतु अधिकतम प्राप्तिक*
III(क)	जिनमें शोध पत्रों का प्रकाशन	वि.अ.आ. द्वारा यथा अधिसूचित संदर्भित	25 प्रति प्रकाशन

	हैं:	(Refereed) पत्रिकाएँ# वि.अ.आ. द्वारा यथा अधिसूचित अन्य प्रतिष्ठित पत्रिकाएँ#	10 प्रति प्रकाशन
III(ख)	पत्रिका लेखों के अतिरिक्त अन्य प्रकाशन (पुस्तकें, पुस्तकों में अध्याय)	अन्तर्राष्ट्रीय प्रकाशकों द्वारा पादय/संदर्भ पुस्तकें जिनमें आइएसबीएन/आइएसएसएन (ISBN/ISSN) संख्या विश्वविद्यालय द्वारा स्वीकृत है, वह दर्शाई गई है तथा उनकी वेबसाइट पर स्थापित की गई है। यह सूची यूजीसी को प्रेषित की जाएगी। राष्ट्रीय स्तर के प्रकाशकों द्वारा प्रकाशित विषयवार पुस्तकें जो आइएसबीएन/आइएसएसएन (ISBN/ISSN) संख्या सहित हैं अथवा राज्य/केन्द्रीय सरकार प्रकाशन हैं जो विश्वविद्यालय द्वारा स्वीकृत हैं और उनकी वेबसाइट पर स्थापित हैं। यह सूची यूजीसी को प्रेषित की जाएगी। अन्य स्थानीय प्रकाशकों द्वारा विषयवार पुस्तकें जो आइएसबीएन/आइएसएसएन (ISBN/ISSN) संख्या सहित हैं जैसा कि विश्वविद्यालय द्वारा स्वीकृत है और उनकी वेबसाइट पर स्थापित है। यह सूची यूजीसी को प्रेषित की जाएगी। राष्ट्रीय और अंतर्राष्ट्रीय प्रकाशकों द्वारा प्रकाशित पुस्तकों के अध्याय जिनमें आइएसबीएन/आइएसएसएन (ISBN/ISSN) संख्या सहित हैं जैसा कि विश्वविद्यालय द्वारा स्वीकृत है और उनकी वेबसाइट पर स्थापित है। यह सूची यूजीसी को प्रेषित की जाएगी।	प्रति पुस्तक 30, एकल लेखक हेतु प्रति पुस्तक 20, एकल लेखक हेतु प्रति पुस्तक 15, एकल लेखक हेतु अंतर्राष्ट्रीय- 10 प्रति अध्याय राष्ट्रीय-5 प्रति अध्याय
III (ग)	शोध परियोजनाएँ		
III(ग) (i)	प्रायोजित परियोजनाएँ	(क) रु0 5.0 लाख से अधिक अनुदान वाली बड़ी परियोजनाएँ (ख) रु0 3.0 लाख से रु0 5.0 लाख तक अनुदान वाली बड़ी परियोजनाएँ (ग) रु0 1.0 लाख से रु0 3.0 लाख तक वाली लघु परियोजनाएँ	20 प्रति परियोजना 15 प्रति परियोजना 10 प्रति परियोजना
III(ग)(ii)	परामर्शकार्य परियोजनाएँ	न्यूनतम रु0 2.0 लाख की राशि से संचालित करना	प्रति रु0 2.0 लाख की राशि पर 10
III (ग)(iii)	परियोजना परिणाम/निष्कर्ष के	प्रमुख अन्तर्राष्ट्रीय निकाय, जैसे डब्ल्यू एचओ/यूएनओ/यूनेस्को/यूनिसेफ (WHO/UNO/UNESCO/UNICEF) इत्यादि एवं केन्द्रीय/राज्य सरकार/स्थानीय निकायों के लिए तैयार प्रमुख नीति संबंधी दस्तावेज	अंतर्राष्ट्रीय निकायों के नीति विषयक दस्तावेज -30 केन्द्रीय सरकार- 20 राज्य सरकार- 10 स्थानीय निकाय- 5
III(घ)	शोध मार्गदर्शन		
III (घ)(i)	एम.फिल.	उपाधि प्रदान की गई	5 प्रति उम्मीदवार
III(घ)(ii)	पीएच.डी.	उपाधि प्रदान की गई/शोध प्रबंध प्रस्तुत किया गया	15/10 प्रति उम्मीदवार 10 प्रति उम्मीदवार
III (ङ)	सम्मेलनों/संगोष्ठियों में प्रदान किये गये पुरस्कार/अध्येतावृत्तियों/आमंत्रण व्याख्यान/प्रस्तुत किए गए पत्र		
III (ङ)(i)	पुरस्कार/अध्येतावृत्ति	सरकारी/मान्य अन्तर्राष्ट्रीय खेलकूद निकायों/अन्तर्राष्ट्रीय खेलकूद संगठनों से प्राप्त अन्तर्राष्ट्रीय पुरस्कार/अध्येतावृत्ति	15 प्रति पुरस्कार/15 प्रति अध्येतावृत्ति

	पुरस्कार/अध्येतावृत्ति	सरकारी/मान्य राष्ट्रीय खेलकूद निकायों/राष्ट्रीय खेलकूद संगठनों से प्राप्त राष्ट्रीय पुरस्कार/अध्येतावृत्ति	10 प्रति पुरस्कार/10 प्रति अध्येतावृत्ति
	पुरस्कार/अध्येतावृत्ति	सरकारी/मान्य राज्य खेलकूद निकायों/राज्य सरकारी संगठनों से प्राप्त/राज्य/विश्वविद्यालय पुरस्कार/अध्येतावृत्ति	5 प्रति पुरस्कार
III (इ)(ii)	आमंत्रित व्याख्यान/प्रस्तुत किए गए पत्र	अंतर्राष्ट्रीय	7 प्रति व्याख्यान/5 प्रति प्रस्तुत पत्र
		राष्ट्रीय स्तरीय	5 प्रति व्याख्यान/3 प्रति प्रस्तुत पत्र
		राज्य/विश्वविद्यालय स्तरीय	3 प्रति व्याख्यान/2 प्रति प्रस्तुत पत्र
	इस उप-श्रेणी के अंतर्गत प्राप्तियों को किसी भी आकलन अवधि हेतु श्रेणी III के लिए निर्धारित न्यूनतम के 20% तक सीमित कर दिया जाएगा।		
III (इ)(iii)	ई-लर्निंग परिधान प्रक्रिया/सामग्री का विकास		10 प्रति इकाई

* जहां कहीं भी प्रासंगिक हो, संदर्भित (Refereed) पत्रिकाओं में पत्रों हेतु एपीआई प्राप्तियों को निम्न प्रकार से जोड़ा जाएगा: (ii) 1 से कम प्रभाव कारक वाले पत्र— 5 अंकों द्वारा (ii) 1 और 2 के बीच प्रभावकारक (Impact) वाले पत्र— 10 अंकों द्वारा (iii) 2 और 5 के बीच प्रभाव कारक (Impact) वाले पत्र— 15 अंकों द्वारा (iv) 5 और 10 के बीच प्रभाव कारक (Impact) वाले पत्र— 20 अंकों द्वारा (v) 10 से अधिक प्रभाव कारक (Impact) वाले पत्र— 25 अंकों द्वारा। संयुक्त प्रकाशनों/पुस्तकों हेतु एपीआई की गणना निम्नलिखित तरीके से की जाएगी: संबंधित शिक्षक द्वारा प्रकाशन की प्रासंगिक श्रेणी हेतु कुल प्राप्तियों के, प्रथम और प्रमुख/अनुरूप (Corresponding) लेखक/पर्यवेक्षक/शिक्षक के मार्गदर्शक कुल प्राप्तियों के 70% को समान रूप से साझा करेंगे और शेष 30% बाकी अन्य लेखकों द्वारा समान रूप से साझा किए जाएंगे।

#विश्वविद्यालय अनुदान आयोग की स्वीकृति हेतु विषय विशेषज्ञ समिति विश्वविद्यालय विषयवार पत्रिकाएँ चिन्हित करेगा तथा यूजीसी द्वारा निर्धारित प्रारूप में अपनी अनुशंसाएँ प्रेषित करेगा। इस सूची के अंतर्गत अनुमोदित पत्रिकाएँ जो कि यूजीसी स्थायी समिति ने स्वीकृत की हैं, वे "पत्रिका सूची" - जो यूजीसी द्वारा अधिसूचित है—उसमें सम्मिलित किया जाएगा। विश्वविद्यालय से यह सूची प्राप्त होने से 60 कार्यकारी दिवसों के भीतर यूजीसी स्थायी समिति अपनी अनुरासाएँ प्रस्तुत कर देगी। "पत्रिका सूची" में सम्मिलित करने के लिए यूजीसी स्थायी समिति स्वयं ही पत्रिकाओं की अनुशंसा कर सकती है। विश्वविद्यालय द्वारा धारा 6.0.5 (i) का कड़ाई से अनुपालन किया जाएगा।

परिशिष्ट-III तालिका-V (क)

विश्वविद्यालय और महाविद्यालयों में सहायक/महाविद्यालय निदेशक और उप निदेशक, शारीरिक शिक्षा की करियर उन्नति योजना (सीएएस) के अन्तर्गत पदोन्नति हेतु परिशिष्ट-तीन तालिका-I में दिए गए न्यूनतम एपीआई को लागू किया जाए, और चयन समितियों में विशेषज्ञ आकलन हेतु अधिमानता प्रोन्नत करने के लिए।

श्रेणी	क्रियाकलाप	शारीरिक शिक्षा में सहायक/महाविद्यालय निदेशक (चरण 1 से चरण 2) तक	शारीरिक शिक्षा में सहायक/महाविद्यालय निदेशक (चरण 2 से चरण 3) तक	शारीरिक शिक्षा में सहायक/महाविद्यालय निदेशक (चरण 3 से उप/महाविद्यालय निदेशक (चरण 4) तक	शारीरिक शिक्षा में उप निदेशक (चरण 4) से निदेशक, शारीरिक शिक्षा (चरण 5) तक
I	शिक्षण, प्रशिक्षण, कोचिंग, खिलाड़ियों का विकास और खेल प्रबंधन क्रियाकलाप	80/वर्ष	80/वर्ष	75/वर्ष	70/वर्ष
II	व्यावसायिक विकास और विस्तारण क्रियाकलाप—न्यूनतम प्राप्तियों का आकलन कुल मिलाकर किया जाना आवश्यक है	50/आकलन अवधि	50/आकलन अवधि	50/आकलन अवधि	50/आकलन अवधि
III	शोध और शैक्षिक योगदान— न्यूनतम अंकों का आकलन कुल मिलाकर किया जाना आवश्यक है	20/आकलन अवधि	50/आकलन अवधि	75/आकलन अवधि	100/आकलन अवधि

II + III	श्रेणी II और III के अंतर्गत न्यूनतम कुल एपीआई प्राप्तांक*	90/आकलन अवधि	120/आकलन अवधि	150/आकलन अवधि	180/आकलन अवधि
	विशेषज्ञ आकलन प्रणाली	छानबीन सह आकलन समिति	छानबीन सह आकलन समिति	चयन समिति	चयन समिति
V	विशेषज्ञ आकलन में अधिमान अंकों का प्रतिशत वितरण (कुल अधिमान = 100. न्यूनतम 50 आवश्यक)	अलग से कोई अंक नहीं। छानबीन समिति को एपीआई अंक का सत्यापन करना है।	अलग से कोई अंक नहीं। छानबीन समिति को एपीआई अंक का सत्यापन करना है।	30% शोध योगदान 50% विषय क्षेत्र के ज्ञान और शिक्षण अनुभव का आकलन 20% साक्षात्कार प्रदर्शन	50% शोध योगदान 30% विषय क्षेत्र के ज्ञान और शिक्षण अनुभव का आकलन 20% साक्षात्कार प्रदर्शन

* श्रेणी II+III के अंतर्गत आवश्यक न्यूनतम प्राप्तांक प्राप्त करने के लिए श्रेणी II अथवा श्रेणी III किसी से भी प्राप्तांकों के अंकों का शेष प्राप्त कर सकते हैं।

परिशिष्ट-III तालिका-V (ख)

विश्वविद्यालयों/महाविद्यालयों में शारीरिक शिक्षा संवर्ग की सीधी भर्ती हेतु एपीआई के लिए न्यूनतम प्राप्तांक और विनियम में वर्णित अन्य विनिर्दिष्ट पात्रता अर्हताओं के साथ अधिमानों पर चयन समितियों में विचार किया जाना।

	सहायक निदेशक शारीरिक शिक्षा (चरण 1)	उप निदेशक शारीरिक शिक्षा (चरण 4)	निदेशक शारीरिक शिक्षा (चरण 5)
न्यूनतम एपीआई प्राप्तांक	इन विनियमों में यथा वर्णित न्यूनतम योग्यता	संचटित एपीआई की श्रेणी II और III से 300 प्राप्तांकों के कुल एपीआई प्राप्तांकों की आवश्यकता (कुल मिलाकर)	संचटित एपीआई की श्रेणी II और III से 400 प्राप्तांकों के कुल एपीआई प्राप्तांकों की आवश्यकता (कुल मिलाकर)
चयन समिति मानदण्ड/अधिमान (कुल अधिमान= 100)	(क) जीती गई प्रतियोगिता का रिकार्ड (30%) (ख) खेल और एथलीट कौशल (40%) (ग) साक्षात्कार में प्रदर्शन (30%)	(क) शोध पत्र (3) मूल्यांकन (40%) (ख) संगठनात्मक कौशल/खेलों की आयोजना (30%) (ग) साक्षात्कार में प्रदर्शन (30%)	(क) शोध पत्र (5) मूल्यांकन (50%) (ख) संगठनात्मक सतर्क रूप से निरीक्षण की जाने वाली योजना (25%) (ग) साक्षात्कार में प्रदर्शन (25%)

परिशिष्ट-III-तालिका-VI

विश्वविद्यालयों और महाविद्यालयों में शारीरिक शिक्षा संवर्ग की पदोन्नति हेतु न्यूनतम शैक्षिक प्रदर्शन और सेवा संबंधी अपेक्षाएं

क्रम संख्या	सीएसएस के माध्यम से शारीरिक शिक्षा संवर्गों की पदोन्नति	सेवा आवश्यकताएं (मानव संसाधन विकास मंत्रालय की अधिसूचना द्वारा यथा निर्धारित)	न्यूनतम शैक्षिक प्रदर्शन आवश्यकताएं और छानबीन/चयन मानदण्ड
1	सहायक निदेशक शारीरिक शिक्षा / महाविद्यालय निदेशक शारीरिक शिक्षा से सहायक निदेशक शारीरिक शिक्षा (वरिष्ठ वेतनमान)/ महाविद्यालय निदेशक शारीरिक शिक्षा (वरिष्ठ वेतनमान)(चरण 1 से चरण 2)	चरण 1 में सहायक निदेशक शारीरिक शिक्षा / महाविद्यालय निदेशक शारीरिक शिक्षा और पीएच.डी. के साथ चार वर्ष की सेवा पूरी कर ली हो अथवा जिन्होंने एम.फिल के साथ पांच वर्ष की सेवा पूरी कर ली हो अथवा जिन्होंने पीएच.डी. / एम.फिल. के बिना छह वर्ष की सेवा पूरी कर ली हो।	(i) तालिका V(क) में दिए गए मानदण्डों के अनुसार विश्वविद्यालय अनुदान आयोग द्वारा विकसित पीपीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक (ii) 3/4 सप्ताह की अवधि का एक प्रबंधन और एक पुनर्चर्चा/शोध प्रणाली पाठ्यक्रम (iii) पदोन्नति की अनुशंसा हेतु छानबीन सह सत्यापन प्रक्रिया
2	सहायक निदेशक शारीरिक शिक्षा (वरिष्ठ)	चरण 2 में पांच वर्ष की पूरी सेवा वाले सहायक निदेशक शारीरिक शिक्षा (वरिष्ठ)	(i) तालिका V(क) में दिए गए मानदण्डों के अनुसार विश्वविद्यालय अनुदान आयोग द्वारा विकसित पीपीएस

	वेतनमान) / महाविद्यालय निदेशक शारीरिक शिक्षा (वरिष्ठ वेतनमान) से उप निदेशक शारीरिक शिक्षा / सहायक निदेशक शारीरिक शिक्षा (सलेक्शन ग्रेड) / महाविद्यालय निदेशक शारीरिक शिक्षा (सलेक्शन ग्रेड) (चरण 2 से चरण 3)	वेतनमान) / महाविद्यालय निदेशक शारीरिक शिक्षा (वरिष्ठ वेतनमान)	गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक (ii) पुनर्धर्मा पाठ्यक्रमों, प्रविधि कार्यशालाओं, प्रशिक्षण, शिक्षण-ज्ञानार्जन-मूल्यांकन तकनीकी पाठ्यक्रमों, सरल कौशल विकास पाठ्यक्रमों और संकाय विकास पाठ्यक्रमों की श्रेणियों में से 3/4 सप्ताह की अवधि का एक पाठ्यधर्मा/पाठ्यक्रम (iii) पदोन्नति की अनुशंसा हेतु छानवीन सह सत्यापन प्रक्रिया
3	सहायक निदेशक शारीरिक शिक्षा (सलेक्शन ग्रेड) / महाविद्यालय निदेशक शारीरिक शिक्षा (सलेक्शन ग्रेड) से उप निदेशक शारीरिक शिक्षा / महाविद्यालय निदेशक शारीरिक शिक्षा (सलेक्शन ग्रेड) (चरण 3 से चरण 4)	चरण 3 में तीन वर्ष की पूरी सेवा वाले सहायक निदेशक शारीरिक शिक्षा (सलेक्शन ग्रेड) / महाविद्यालय निदेशक शारीरिक शिक्षा (सलेक्शन ग्रेड)	(i) तालिका V(क) में दिए गए मानदण्डों के अनुसार विश्वविद्यालय अनुदान आयोग द्वारा विकसित पीपीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक (ii) सहायक / महाविद्यालय निदेशक शारीरिक शिक्षा के तौर पर संपूर्ण अवधि (बारह वर्ष) में कम से कम तीन प्रकाशन। तथापि, महाविद्यालय निदेशक शारीरिक शिक्षा के मामले में एम.फिल. धारकों को एक प्रकाशन और पीएच.डी. धारकों को दो प्रकाशनों की छूट प्रदान की जा सकती है। (iii) टीमों/एथिलीट्स को तैयार करने का प्रमाण। (iv) विनियम और तालिका V (क) में यथा विनिर्दिष्ट एक चयन समिति प्रक्रिया।
4	विश्वविद्यालय निदेशक शारीरिक शिक्षा (चरण 5) (केवल विश्वविद्यालयों हेतु)	विश्वविद्यालयों में चरण 4 में तीन वर्ष की पूरी सेवा वाले उप निदेशक शारीरिक शिक्षा	(ii) तालिका V(क) में दिए गए मानदण्डों के अनुसार विश्वविद्यालय अनुदान आयोग द्वारा विकसित पीपीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्तांक हासिल करने के लिए (चरण 2 और 3 में) शिक्षक दो आकलन अवधियाँ संयोजित कर सकते हैं। (ii) कार्मिक के चरण 3 में आने के बाद से कम से कम पांच प्रकाशन। (iii) टीमों/एथिलीट्स को तैयार करने का प्रमाण। (iv) विनियम और तालिका V (क) में यथा विनिर्दिष्ट एक चयन समिति प्रक्रिया।

नोट: शिक्षकों हेतु सीएएस के लिए तालिका II(क) हेतु उपलब्ध विवरणात्मक नोट इस संवर्ग हेतु विनिर्दिष्ट एपीआई प्राप्तांकों के अनुसार शारीरिक निदेशक संवर्गों पर भी लागू हैं।

परिशिष्ट-III: तालिका VII

विश्वविद्यालयों में सहायक पुस्तकालयाध्यक्ष/महाविद्यालय पुस्तकालयाध्यक्ष/की करियर उन्नति योजना (सीएएस) के अन्तर्गत पदोन्नति एवं विश्वविद्यालयों में उप-पुस्तकालयाध्यक्ष एवं पुस्तकालयाध्यक्ष की सीधी भर्ती के लिए अकादमिक प्रदर्शन संकेतांक (एपीआई)

पुस्तकालयाध्यक्षों के विभिन्न स्तरों के लिए प्रत्यक्ष कार्यभार और अधिमान दिया जाए

	प्रति सप्ताह प्रत्यक्ष कार्य घंटे	अधिमान
सहायक पुस्तकालयाध्यक्ष / महाविद्यालय पुस्तकालयाध्यक्ष	40	100
उप पुस्तकालयाध्यक्ष	36+4 ^a	90
पुस्तकालयाध्यक्ष	32+8 ^a	80

पुस्तकालयाध्यक्ष संवर्ग के स्व-आकलन पर आधारित, एपीआई प्राप्तांकों को निम्नलिखित के लिए प्रस्तावित किया जाता है (क) पुस्तकालय संसाधनों का आयोजन और पुस्तकों, पत्रिकाओं, रिपोर्टों, विकास, आयोजना और ई-संसाधनों का प्रबंधन उपयोगकर्ता जागरूकता और निर्देश; (ख) पुस्तकालय सेवाओं के उन्नयन हेतु आईसीटी और अन्य नई तकनीकों का उपयोग और (ग) अतिरिक्त सेवाएं जैसे अवकाश के दिनों में पुस्तकालय सुविधाएं प्रदान करना, शेल्फ ऑर्डर का रख-रखाव, पुस्तकालय उपयोग

पुस्तिका, भवन और बाहरी सदस्यता मानकों के माध्यम से बाहरी लोगों को संस्थागत पुस्तकालय सुविधाएं प्रदान करना। इस श्रेणी के पुस्तकालय कार्यों को द्वारा जरूरी न्यूनतम एपीआई प्राप्तों के विभिन्न स्तरों हेतु अलग-अलग हैं। स्व-आकलन प्राप्तों के उद्देश्यपरक रूप से सत्यापनीय करसौटी पर आधारित होने चाहिए। इसे छानबीन सह मूल्यांकन/चयन समिति द्वारा अंतिम रूप दिया जाएगा। विश्वविद्यालय क्रियाकलापों का व्यापक अथवा, यदि संस्थानिक विनिर्दिष्टता की आवश्यकता हो, इस श्रेणी के अंतर्गत आवश्यक न्यूनतम कुल एपीआई प्राप्तियों को परिवर्तित किए बिना अधिमानों को समायोजित कर सकते हैं।

* प्रशासनिक उत्तरदायित्वों, नवोन्मेष, सुविधाओं का उन्नयन, विस्तारित सेवाओं आदि के संबंध में उपयोग किए गए घंटे

श्रेणी I: पुस्तकालय सेवाओं के माध्यम से ज्ञान और सूचना की उपलब्धि, संयोजन एवं उसका समन्वय

क्रियाकलाप की प्रकृति	विश्वविद्यालय सहायक पुस्तकालयाध्यक्ष/महाविद्यालय पुस्तकालयाध्यक्ष		उप-पुस्तकालयाध्यक्ष		पुस्तकालयाध्यक्ष	
	अधिकतम प्राप्तों	वास्तविक प्राप्तों	अधिकतम प्राप्तों	वास्तविक प्राप्तों	अधिकतम प्राप्तों	वास्तविक प्राप्तों
क. पुस्तकालय संसाधनों का आयोजन और पुरतकों, पत्रिकाओं, रिपोर्टों का रख-रखाव, पुस्तकालय पाठक-सेवाओं का प्रावधान, शोधार्थियों के लिए उनके साहित्य संबंधी सेवाओं को पुनः उपलब्ध कराना और रिपोर्टों का विश्लेषण, रिपोर्टों, पुस्तिकाओं और संबंधित दस्तावेजों को तैयार करने के लिए आवश्यक जानकारी के साथ विश्वविद्यालय/महाविद्यालय के विभागों के लिये सहायता का प्रावधान, क्रियाकलाप संबंधी जानकारी के साथ संस्थानिक वेबसाइट को अद्यतन करने और संस्थानिक समाचार पत्रों आदि का प्रकाशन करने हेतु सहायता (40 अंक)	70	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷20	60	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷20	55	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ÷20
ई-संसाधनों का विकास, व्यवस्था और प्रबंधन के साथ-साथ इंटरनेट पर उन तक पहुंच/इंटरनेट, पुस्तकालय संसाधनों का डिजिटलीकरण, सूचना का ई-परिधान आदि(15 अंक)						
उपयोगकर्ता जागरूकता और निर्देशन वृत्ति (प्रबोधन व्याख्यान, ओपेक, ज्ञान संसाधन, पुस्तक प्रदर्शनियों का आयोजन करने जैसे उपयोगकर्ता प्रोत्साहन वृत्ति,अन्य नवीनतम पारस्परिक ज्ञानार्जन संसाधन आदि) (15अंक)						
ख. पुस्तकालय सेवाओं का उन्नयन करने के लिए आईसीटी और नई तकनीकों जैसे कैंटलीन का ऑटोमेशन,	15	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷10	15	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे	15	प्रति शैक्षिक वर्ष व्यतीत वास्तविक घंटे ÷10

ज्ञानार्जन संसाधनों की खरीद प्रणाली, सदस्यता रिकॉर्ड सहित परिचालन कार्यवाही, कमवार अंशदान प्रणाली, संदर्भ और सूचना सेवाएं, पुस्तकालय सुरक्षा (तकनीक आधारित तरीके जैसे आरएफआईडी और सीसीटीवी), पुस्तकालय प्रबंधन साधनों का विकास (साफ्टवेयर), इन्ट्रानेट प्रबंधन				±10		
ग. अतिरिक्त सेवाएं जैसे अवकाश के दिनों में पुस्तकालय सुविधाएं प्रदान करना, शेल्फ ऑर्डर का रख-रखाव, पुस्तकालय उपयोग पुस्तिका, भवन और बाहरी सदस्यता मानकों के माध्यम से बाहरी लोगों को संस्थागत पुस्तकालय सुविधाएं प्रदान करना	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ±10	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ±10	10	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ±10

श्रेणी II: व्यावसायिक विकास, सह-पाठ्यचर्या और विस्तारण क्रियाकलाप

पुस्तकालयाध्यक्ष संवर्ग के स्व-आकलन पर आधारित, श्रेणी II एपीआई प्राप्तियों को सह-पाठ्यचर्या, विस्तारण क्रियाकलापों और व्यावसायिक विकास से संबंधित योगदानों के लिए प्रस्तावित किया जाता है। मदों और प्राप्तियों की एक सूची नीचे दी गई है। स्व-आकलन प्राप्तियों के तदर्थ रूप से सत्यापनीय कसौटी पर आधारित होने चाहिए और इसे छानबीन सह मूल्यांकन समिति द्वारा सहायक पुस्तकालयाध्यक्ष/महाविद्यालय पुस्तकालयाध्यक्ष से उच्चतर पदों हेतु तथा चयन समिति द्वारा सहायक पुस्तकालयाध्यक्ष से उप पुस्तकालयाध्यक्ष तथा उप पुस्तकालयाध्यक्ष से पुस्तकालयाध्यक्ष पद पर पदोन्नति हेतु तथा उप पुस्तकालयाध्यक्ष और पुस्तकालयाध्यक्ष के पद पर सीधी भर्ती हेतु अंतिम रूप दिया जाएगा। नीचे दी गई नमूना तालिका में क्रियाकलापों और एपीआई प्राप्तियों के समूह दिये गये हैं। विश्वविद्यालय क्रियाकलापों का ब्यौरा अथवा, यदि संस्थानिक विनिर्दिष्टता की आवश्यकता हो, इस श्रेणी के अंतर्गत आवश्यक न्यूनतम कुल एपीआई प्राप्तियों को परिवर्तित किए बिना अधिमानों को समायोजित कर सकते हैं।

क्रियाकलाप की प्रकृति	अधिकतम एपीआई प्राप्तियों	वास्तविक प्राप्तियों
(क) छात्र संबंधी सह-पाठ्यचर्या, विस्तारण और क्षेत्र आधारित क्रियाकलाप (सांस्कृतिक आदान-प्रदान और पुस्तकालय सेवावृत्ति) (बाह्य और अंतःसंस्थानिकवृत्ति के विभिन्न स्तर), विस्तारण, विभिन्न प्रणालियों के माध्यम से पुस्तकालय-साहित्यिक कार्य	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ±10
(ख) पुस्तकालय और प्रशासनिक समितियों तथा उत्तरदायित्वों में भागीदारी के माध्यम से पुस्तकालय इकाइयों और संस्था का प्रबंधन में कॉर्पोरेट जीवन के प्रति योगदान	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ±10
(ग) व्यावसायिक विकास क्रियाकलाप (यथा संगोष्ठियों/सम्मेलनों, लघु अवधि के ई-पुस्तकालय प्रशिक्षण पाठ्यक्रमों, कार्यशालाओं और आयोजनों, चर्चा में भाग लेना, व्याख्यान, संघों की सदस्यता, प्रसार, और सामान्य लेख, जो नीचे श्रेणी II में शामिल नहीं हैं)	15	प्रति शैक्षिक वर्ष उपयोग किए गए वास्तविक घंटे ±10

श्रेणी-III: शोध और अकादमिक योगदान

स्व-आकलन पर आधारित, एपीआई प्राप्तियों को शोध और खेल योगदान हेतु प्रस्तावित किया जाता है। इस श्रेणी में जरूरी न्यूनतम एपीआई प्राप्तियों विश्वविद्यालयों और महाविद्यालयों में पदोन्नति के विभिन्न स्तरों हेतु अलग-अलग हैं। स्व-आकलन प्राप्तियों के तदर्थ रूप से सत्यापनीय कसौटी पर आधारित होने चाहिए और वे छानबीन सह-मूल्यांकन समिति द्वारा सहायक पुस्तकालयाध्यक्ष/महाविद्यालय पुस्तकालयाध्यक्ष से उच्चतर पदों हेतु तथा चयन समिति द्वारा सहायक पुस्तकालयाध्यक्ष से उप पुस्तकालयाध्यक्ष तथा उप

पुस्तकालयाध्यक्ष से पुस्तकालयाध्यक्ष पद पर पदोन्नति हेतु तथा उप पुस्तकालयाध्यक्ष और पुस्तकालयाध्यक्ष के पद पर सीधी भर्ती हेतु अंतिम रूप दिया जाएगा।

श्रेणी	क्रियाकलाप	विश्वविद्यालय/महाविद्यालय पुस्तकालयाध्यक्ष	अधिकतम अंक*
III(क)	शोध पत्रों का प्रकाशन:	वि.अ.आ. द्वारा यथा अधिसूचित संदर्भित पत्रिकाएं	25 प्रति प्रकाशन
		वि.अ.आ. द्वारा यथा अधिसूचित अन्य प्रतिष्ठित पत्रिकाएं	10 प्रति प्रकाशन
III(ख)	पत्रिका लेखों के अतिरिक्त अन्य प्रकाशन (पुस्तकें, पुस्तकों में अध्याय)	अन्तर्राष्ट्रीय प्रकाशकों द्वारा प्रकाशित पाठ्य/संदर्भित पुस्तकें जिनमें विश्वविद्यालय द्वारा स्वीकृत पुस्तकें एवं अपनी वेबसाइट पर प्रदर्शित आईएसबीन/आईएसएसएन संख्या सहित हैं	30 प्रति पुस्तक एकल लेखक हेतु
		जैसा कि विश्वविद्यालय द्वारा स्वीकृत एवं अपनी वेबसाइट पर प्रदर्शित है, विषयगत पुस्तकें जो राष्ट्रीय स्तर पर आईएसबीन/आईएसएसएन संख्या सहित हैं अथवा राज्य/केन्द्रीय सरकार प्रकाशन हैं। सूची जानकारी हेतु यूजीसी को भेजी जाएगी।	20 प्रति पुस्तक एकल लेखक हेतु
		विश्वविद्यालय द्वारा स्वीकृत एवं अपनी वेबसाइट पर प्रदर्शित अन्य स्थानीय प्रकाशकों द्वारा प्रकाशित विषयगत पुस्तकें जिन पर आईएसबीन/आईएसएसएन संख्या सहित हैं। सूची जानकारी हेतु यूजीसी को भेजी जाएगी।	15 प्रति पुस्तक एकल लेखक हेतु
		राष्ट्रीय एवं अन्तर्राष्ट्रीय प्रकाशकों द्वारा प्रकाशित पुस्तकों के अध्याय जिनमें आईएसबीन/आईएसएसएन संख्या सहित हैं और जो विश्वविद्यालय द्वारा स्वीकृत एवं उनकी वेबसाइट पर प्रदर्शित हैं। सूची जानकारी हेतु यूजीसी को भेजी जाएगी।	अन्तर्राष्ट्रीय-10 प्रति अध्याय राष्ट्रीय- 5 प्रति अध्याय
III (ग)	शोध परियोजनाएं		
III(ग) (i)	प्रायोजित परियोजनाएं	(क) रु० 5.0 लाख से अधिक अनुदान वाली बड़ी परियोजनाएं	20 प्रति परियोजना
		(ख) रु० 3.0 लाख से अधिक रु० 5.0 लाख तक अनुदान वाली बड़ी परियोजनाएं	15 प्रति परियोजना
		(ग) रु० 1.0 लाख से अधिक रु० 3.0 लाख तक वाली लघु परियोजनाएं	10 प्रति परियोजना
III(ग) (ii)	परामर्श हेतु परियोजनाएं	न्यूनतम रु० 2.0 लाख की राशि का संघटित करना	10 प्रत्येक रु० 2.0 लाख हेतु
III(ग) (iii)	परियोजना परिणाम/निष्कर्ष	अन्तर्राष्ट्रीय निकाय जैसे कि डब्ल्यू.एच.ओ./यूएनओ/यूनेस्को/यूनिसेफ इत्यादि निकायों एवं केन्द्रीय/राज्य सरकार/स्थानीय निकायों के लिए मुख्य नीति दस्तावेज	अन्तर्राष्ट्रीय निकायों के प्रमुख नीति दस्तावेज-30 केन्द्रीय सरकार- 20 राज्य सरकार- 10 स्थानीय निकाय- 5
III(घ)	शोध मार्गदर्शन		
III(घ)(i)	एम.फिल.	उपाधि प्रदान की गई	5 प्रति उम्मीदवार
III (घ) (ii)	पीएच.डी.	उपाधि प्रदान की गई/शोध प्रबंध प्रस्तुत किया गया	15 /10 प्रति उम्मीदवार
III(ङ)	अवार्ड/फैलोशिप/प्रदान किये गये आमंत्रित व्याख्यान/सम्मेलनों/संगोष्ठियों में प्रस्तुत पत्र		
III(ङ) (i)	पुरस्कार/अध्येतावृत्ति	अकादमिक निकायों/संघों से प्राप्त अन्तर्राष्ट्रीय पुरस्कार/अध्येतावृत्ति	15 प्रति पुरस्कार/15 प्रति अध्येतावृत्ति
	पुरस्कार/अध्येतावृत्ति	अकादमिक निकायों/संघों से प्राप्त राष्ट्रीय पुरस्कार/अध्येतावृत्ति	10 प्रति पुरस्कार/10 प्रति अध्येतावृत्ति

	पुरस्कार/कैलोशिप	अकादमिक निकायों/संघों से प्राप्त राज्य/विश्वविद्यालय पुरस्कार/अध्येतावृत्ति	5 प्रति पुरस्कार
III (ii)	आमंत्रण व्याख्यान/प्रस्तुत पत्र	अंतर्राष्ट्रीय	7 प्रति व्याख्यान/ 5 प्रति प्रस्तुत पत्र
		राष्ट्रीय स्तरीय	5 प्रति व्याख्यान/ 3 प्रति प्रस्तुत पत्र
		राज्य/विश्वविद्यालय स्तरीय	3 प्रति व्याख्यान/ 2 प्रति प्रस्तुत पत्र
	इस उप-श्रेणी के अंतर्गत प्राप्तकों को किसी भी आकलन अवधि हेतु श्रेणी (III) के लिए निर्धारित न्यूनतम के 20% तक सीमित कर दिया जाएगा।		
III (इ)(iii)	ई-परिधान प्रक्रिया / सामग्री का विकास प्रविधि 10		प्रति

* जहां कहीं भी प्रासंगिक हो, संदर्भित पत्रिकाओं में पत्र हेतु एपीआई प्राप्तकों को निम्न प्रकार जोड़ा जाएगा: (i) 1 से कम प्रभाव कारक वाले पत्र— 5 अंकों द्वारा (ii) 1 और 2 के बीच प्रभाव कारक वाले पत्र— 10 अंकों द्वारा (iii) 2 और 5 के बीच प्रभाव कारक वाले पत्र— 15 अंकों द्वारा (iv) 5 और 10 के बीच प्रभाव कारक वाले पत्र— 20 अंकों द्वारा (v) 10 से अधिक प्रभाव कारक वाले पत्र— 25 अंकों द्वारा। संयुक्त प्रकाशनों/पुस्तकों हेतु एपीआई की गणना निम्नलिखित तरीके से की जाएगी: संबंधित शिक्षक द्वारा प्रकाशन की प्रासंगिक श्रेणी हेतु कुल प्राप्तकों के, प्रथम और प्रमुख/अनुरूप (Corresponding) लेखक/पर्यवेक्षक/शिक्षक के मार्गदर्शक कुल अंकों के 70% को बराबर रूप से साझा करेंगे और शेष 30% बाकी अन्य लेखकों द्वारा बराबर रूप से साझा किए जाएंगे।

विश्वविद्यालय एक विषय विशेषज्ञ समिति के माध्यम से विषयवार पत्रिकाओं को चिन्हित करेगा तथा अपनी अनुशंसायें यूजीसी द्वारा निर्धारित प्रारूप में यूजीसी की स्थायी समिति की स्वीकृति के लिए आयोग को भेजेगा। इस सूची में से यूजीसी स्थायी समिति द्वारा स्वीकृत पत्रिकाओं को यूजीसी द्वारा अधिसूचित "पत्रिकाओं की सूची" में सम्मिलित किया जाएगा। विश्वविद्यालय से इस सूची की प्राप्ति के 60 कार्यकारी दिवसों के भीतर यूजीसी की स्थायी समिति अपनी अनुशंसायें प्रस्तुत करेगा। यूजीसी स्थायी समिति स्वयं अपने से ही "पत्रिकाओं की सूची" में सम्मिलित करने की अनुशंसा कर सकता है। विश्वविद्यालय द्वारा धारा 6.0.5 (i) का कड़ाई से अनुपालन किया जाएगा।

परिशिष्ट-III तालिका-VIII(क)

विश्वविद्यालयों और महाविद्यालयों में सहायक पुस्तकालयाध्यक्ष/महाविद्यालय पुस्तकालयाध्यक्ष और उप पुस्तकालयाध्यक्ष की करियर उन्नति योजना (सीएस) पदोन्नति हेतु न्यूनतम एपीआई और चयन समितियों में विशेषज्ञ आकलन हेतु अधिमान

श्रेणी	क्रियाकलाप	सहायक/महाविद्यालय पुस्तकालयाध्यक्ष (चरण 1 से चरण 2)	सहायक/महाविद्यालय पुस्तकालयाध्यक्ष (चरण 2 से चरण 3)	सहायक/महाविद्यालय पुस्तकालयाध्यक्ष से उप/महाविद्यालय पुस्तकालयाध्यक्ष (चरण 3 से 4)	उप पुस्तकालयाध्यक्ष से पुस्तकालयाध्यक्ष (चरण 4 से 5)
I	पुस्तकालय सेवाओं के माध्यम से ज्ञान और सूचना की उपलब्धि, संयोजन एवं सम्प्रेषण	80/वर्ष	80/वर्ष	75/वर्ष	70/वर्ष
II	व्यावसायिक विकास और विस्तारण क्रियाकलाप—न्यूनतम अंकों का आकलन कुल मिलाकर किया जाना आवश्यक है	50/आकलन अवधि	50/आकलन अवधि	50/आकलन अवधि	50/आकलन अवधि
III	शोध और शैक्षिक योगदान—न्यूनतम आवश्यक अंकों का आकलन कुल मिलाकर किया जाना आवश्यक है	20/आकलन अवधि	50/आकलन अवधि	75/आकलन अवधि	100/आकलन अवधि
II+ III	श्रेणी II और III के अंतर्गत न्यूनतम कुल एपीआई प्राप्तांक*	90/आकलन अवधि	120/आकलन अवधि	150/आकलन अवधि	180/आकलन अवधि
IV	विशेषज्ञ आकलन प्रणाली	छानबीन सह आकलन समिति	छानबीन सह आकलन समिति	चयन समिति	चयन समिति
V	विशेषज्ञ आकलन में अधिमान अंकों का प्रतिशत वितरण (कुल अधिमान= 100 न्यूनतम 50 अनिवार्य)	अलग से कोई अंक नहीं। छानबीन समिति को एपीआई प्राप्तांक का सत्यापन करना है।	अलग से कोई अंक नहीं। छानबीन समिति को एपीआई प्राप्तांक का सत्यापन करना है।	30%पुस्तकालय संबंधी शोध पत्रों का मूल्यांकन 50%पुस्तकालय स्वचालन संबंधी विषय क्षेत्र के ज्ञान और संगठनात्मक कौशल का आकलन 20%साक्षात्कार प्रदर्शन	50%पुस्तकालय प्रकाशन कार्य 30% नवोन्मेशी पुस्तकालय सेवा और डिजिटल पुस्तकालय सेवाओं की व्यवस्था का आकलन 20%साक्षात्कार प्रदर्शन

* श्रेणी II+ III के अंतर्गत आवश्यक न्यूनतम प्राप्तांक प्राप्त करने के लिए श्रेणीII अथवा श्रेणी III किसी से भी प्राप्तांकों का शेष प्राप्त कर सकते हैं।

परिशिष्ट- III तालिका-VIII (ख)

विश्वविद्यालय विभागों/महाविद्यालयों में पुस्तकालयाध्यक्ष के पदों की सीधी भर्ती हेतु न्यूनतम एपीआई और अन्य मानक तथा विनियम में वर्णित अन्य विनिर्दिष्ट पात्रता योग्यताओं के साथ अधिमानों पर चयन समितियों में विचार किया जाना

न्यूनतम मानक/मानदण्ड	सहायक विश्वविद्यालय पुस्तकालयाध्यक्ष/महाविद्यालय पुस्तकालयाध्यक्ष (चरण 1)	विश्वविद्यालयों में उप पुस्तकालयाध्यक्ष (चरण 4)	पुस्तकालयाध्यक्ष (केवल विश्वविद्यालय) (चरण 5)
न्यूनतम एपीआई प्राप्तांक (शोध और अकादमिक योगदान—श्रेणी III)	विनियमों में यथा वर्णित न्यूनतम योग्यता	एपीआई की श्रेणी II और III से 300 प्राप्तांकों के कुल एपीआई प्राप्तांकों की आवश्यकता (कुल मिलाकर)	एपीआई की श्रेणी II और III से 400 प्राप्तांकों के कुल एपीआई प्राप्तांकों की आवश्यकता (कुल मिलाकर)
चयन समिति मानदण्ड/अधिमान (कुल अधिमान= 100)	(क) एक व्याख्यान प्रदर्शन द्वारा शिक्षण/कंप्यूटर और सॉफ्टवेयर कौशल (50%) (ख) पुस्तकालय प्रबंधन कौशल (20%) (ग) साक्षात्कार में प्रदर्शन (30%)	(क) पुस्तकालय संबंधी शोध/विषय पत्र (सं० 3) मूल्यांकन (50%) (ख) पुस्तकालय ऑटोमेशन कौशल और संगठनात्मक योजनाएं (20%) (ग) साक्षात्कार में प्रदर्शन (30%)	(क) पुस्तकालय शोध पत्र (5) मूल्यांकन (60%) (ख) नवोन्मेषी पुस्तकालय सेवाओं का संगठनात्मक ट्रेक रिकॉर्ड और विज्ञान योजना (20%) (ग) साक्षात्कार में प्रदर्शन (20%)

परिशिष्ट-III तालिका-IX

विश्वविद्यालयों और महाविद्यालयों में पुस्तकालयाध्यक्ष संवर्गों की पदोन्नति हेतु न्यूनतम शैक्षिक प्रदर्शन और सेवा संबंधी अपेक्षाएं

क्रम संख्या	सीएस के माध्यम से पुस्तकालयाध्यक्ष संवर्गों की पदोन्नति	सेवा आवश्यकताएं (मानव संसाधन विकास मंत्रालय की अधिसूचना द्वारा यथा निर्धारित)	न्यूनतम शैक्षिक प्रदर्शन आवश्यकताएं और छानबीन /चयन मानदण्ड
1	सहायक पुस्तकालयाध्यक्ष/महाविद्यालय पुस्तकालयाध्यक्ष से सहायक पुस्तकालयाध्यक्ष (वरिष्ठ वेतनमान)/महाविद्यालय पुस्तकालयाध्यक्ष (वरिष्ठ वेतनमान) (चरण 1 से चरण 2) तक	चरण 1 में सहायक पुस्तकालयाध्यक्ष/महाविद्यालय पुस्तकालयाध्यक्ष और पीएच.डी. के साथ चार वर्ष की सेवा पूरी कर ली हो अथवा जिनहोंने एम.फिल. के साथ पांच वर्ष की सेवा पूरी कर ली हो अथवा जिनहोंने पीएच.डी./एम.फिल. के बिना छह वर्ष की सेवा पूरी कर ली हो।	(i) परिशिष्ट III की तालिका VIII(क) में विश्वविद्यालयों में पुस्तकालयाध्यक्ष संवर्गों और महाविद्यालय पुस्तकालयाध्यक्ष संवर्गों हेतु दिए गए मानदण्डों के अनुसार विश्वविद्यालय द्वारा विकसित पीबीएस गणना प्रारूप का उपयोग कर न्यूनतम एपीआई प्राप्तांक प्रारूप जो विश्वविद्यालय द्वारा विकसित किया गया है। (ii) 3/4 सप्ताह की अवधि का एक प्रबोधन और एक पुनश्चर्या पाठ्यक्रम (iii) पदोन्नति की अनुशंसा हेतु छानबीन सह सत्यापन प्रक्रिया
2	सहायक पुस्तकालयाध्यक्ष (वरिष्ठ वेतनमान)/महाविद्यालय पुस्तकालयाध्यक्ष (वरिष्ठ वेतनमान) से सहायक पुस्तकालयाध्यक्ष (चयन ग्रेड)/महाविद्यालय पुस्तकालयाध्यक्ष (चयन ग्रेड) (चरण 2 से चरण 3) तक	चरण 2 में 5 वर्ष की पूरी सेवा वाले सहायक पुस्तकालयाध्यक्ष (वरिष्ठ वेतनमान)/महाविद्यालय पुस्तकालयाध्यक्ष (वरिष्ठ वेतनमान)	(i) परिशिष्ट III की तालिका VIII (क) में विश्वविद्यालयों में पुस्तकालयाध्यक्ष संवर्गों और महाविद्यालय पुस्तकालयाध्यक्ष संवर्गों हेतु दिए गए मानदण्डों के अनुसार विश्वविद्यालय द्वारा विकसित पीबीएस गणना प्रारूप का उपयोग कर न्यूनतम एपीआई प्राप्तांक प्रारूप जो विश्वविद्यालय द्वारा विकसित किया गया है। (ii) साथ ही, आकलन अवधि के दौरान न्यूनतम 3 से 4 सप्ताह अवधि के दो पुनश्चर्या पाठ्यक्रमों में भाग लिया हो। (iii) पदोन्नति की अनुशंसा हेतु छानबीन सह सत्यापन प्रक्रिया
3	सहायक पुस्तकालयाध्यक्ष (चयन ग्रेड)/महाविद्यालय पुस्तकालयाध्यक्ष (चयन ग्रेड) से उप पुस्तकालयाध्यक्ष /	चरण 3 में 3 वर्ष की पूरी सेवा वाले सहायक पुस्तकालयाध्यक्ष (चयन ग्रेड)/महाविद्यालय पुस्तकालयाध्यक्ष (चयन ग्रेड)	(i) परिशिष्ट III की तालिका VIII (क) में विश्वविद्यालयों में पुस्तकालयाध्यक्ष संवर्गों और महाविद्यालय पुस्तकालयाध्यक्ष संवर्गों हेतु दिए गए मानदण्डों के अनुसार

	महाविद्यालय पुस्तकालयाध्यक्ष (चयन गैड) (चरण 3 से चरण 4) तक		विश्वविद्यालय द्वारा विकसित पीपीएस गणना प्रारूप। 12 वर्षों की अवधि में 3 प्रकाशन होने चाहिए और महाविद्यालयों में 1 प्रकाशन की छूट एम.फिल. धारकों को दी जाएगी तथा 2 प्रकाशनों की छूट पीएच.डी. धारकों को दी जाएगी। (ii) साथ ही, पुस्तकालय ऑटोमेशन/अकादमिक प्रलेखीकरण हेतु विश्लेषणात्मक साधन विकास की श्रेणियों में एक पाठ्यक्रम/प्रशिक्षण (iii) विनियम और तालिका VIII(क) में यथा विनिर्दिष्ट एक चयन समिति प्रक्रिया
4	विश्वविद्यालय पुस्तकालयाध्यक्ष (चरण 5) (केवल विश्वविद्यालयों हेतु)	विश्वविद्यालयों में चरण 4 में 3 वर्ष की पूरी सेवा वाले उप-पुस्तकालयाध्यक्ष	(i) तालिका VIII(क) में दिए गए मानदण्डों के अनुसार वि.अ.आ. द्वारा विकसित पीपीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्त। न्यूनतम एपीआई प्राप्त करके प्राप्त करने के लिए पुस्तकालयाध्यक्ष दो आकलन अवधियों (चरण 3 और 4 में) को जोड़ सकते हैं, यदि आवश्यक हो। (ii) कार्मिक के चरण 3 में आने के बाद से कम से कम 5 प्रकाशन। (iii) नवोन्मेषी पुस्तकालय सेवाओं और प्रकाशित कार्य की आयोजना का प्रमाण। (iv) विनियम और तालिका VIII (क) में यथा विनिर्दिष्ट एक चयन समिति प्रक्रिया

नोट: शिक्षकों हेतु सीएस के लिए तालिका II (क) हेतु उपलब्ध विवरणात्मक नोट इस संवर्ग हेतु विनिर्दिष्ट एपीआई प्राप्तकों के अनुसार पुस्तकालयाध्यक्ष संवर्गों पर भी लागू है।

UNIVERSITY GRANTS COMMISSION

NOTIFICATION

New Delhi, the 11th July, 2016

No.F.1-2/2016(PS/Amendment) -In exercise of the powers conferred under clauses (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby frames the following amendment Regulations, namely :-

1. Short title, application and commencement:

- 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016.
- 1.2 They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under clause (f) of Section 2 of the University Grants Commission Act, 1956 (3 of 1956) and every Institution Deemed to be a University under Section 3 of the said Act.
- 1.3 They shall come into force with immediate effect from the date of their publication in the Official Gazette.
2. The following regulations in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) Regulations, 2010 shall stand amended and be read as under:-

Regulation	Existing provisions in Principal Regulations on Minimum Qualifications for	Amended provisions in principal Regulations on Minimum Qualifications for
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CENTRAL UNIVERSITY OF HARYANA

22

THE GAZETTE OF INDIA : EXTRAORDINARY

[PART III—SEC. 4]

	Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010	Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010
3.4.1	A relaxation of 5% may be provided at the graduate and Master's level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.	A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
8.2.1 of Schedule for clause 6.8.0	The posts of Vice-Chancellor shall carry a fixed pay of Rs.75,000/- alongwith a special pay of Rs.5,000/- per month. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statutes of the University concerned shall be applicable besides the pay.	The post of Vice-Chancellor shall carry a fixed pay of Rs.75,000/- alongwith a special allowance of Rs.5,000/- per month. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statutes of the University concerned shall be applicable besides the pay.
5.1.6 (d)	The term of appointment of the College Principal shall be FIVE years with eligibility for reappointment for one more term only after a similar Selection Committee process.	The term of appointment of the College Principal shall be five years with eligibility for reappointment for one more term only after a similar Selection Committee process which shall take into account an external peer review, its recommendations and its outcomes. The framework of the external peer review shall be specified by the UGC.
6.0.5(i)	Besides the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN/ISSN experts : (a) a comprehensive list of National/Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals/periodicals/official publication volumes of language bodies and upload them on the University website which are to be updated periodically.	The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo motu, recommend journals for inclusion in the "List of Journals".

3. The proviso prescribed under Regulation 3.3.1, 4.4.1, 4.4.2, 4.4.2.2, 4.4.2.3, 4.5.3 and 4.6.3 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) (**3th Amendment**) Regulations, 2016 regarding exemption to the candidates registered for Ph.D. programme prior to July 11, 2009 shall stand amended and be read as under:-

"Provided further, the award of degree to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bylaws/Regulations of the Institutions awarding the degree and the Ph.D candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:-

- a) Ph.D. degree of the candidate awarded in regular mode only;

- b) Evaluation of the Ph.D. thesis by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate had been conducted;
 - d) Candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
 - e) Candidate has made at least two presentations in conferences/seminars, based on his/her Ph.D work.
- (a) to (e) as above are to be certified by the Vice-Chancellor/Pro-Vice-Chancellor/Dean(Academic Affairs)/Dean(University instructions)."

4. The second proviso prescribed under Regulation 6.0.1 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) (2nd Amendment) Regulations, 2013 shall be substituted with the following: -

"Provided also that the API score claim of each of the sub-categories in the Category III (Research and Academic Contributions) shall not have a cap except for the sub-category of invited lectures/papers."

As a consequence, the table at Regulation 6.0.1 of the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) (2nd Amendment) Regulations, 2013 stands deleted.

5. Student Feedback is an integral part of the institutional and academic development of higher educational institutions and in fostering quality. Student feedback and teacher response plays a catalytic role towards improvement in teaching-learning and institutional development. Feedback from students on teaching, delivery, methodology and pedagogy is pivotal with a view to enhancing clarity of concepts, subject understanding and developing and deepening an interest in the academic discipline. Universities and Colleges should encourage teachers to assist students in providing constructive feedback on teaching-learning in order to enhance quality education and in responding to the feedback.

6. Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX of Appendix-III of the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) (3rd Amendment) Regulations, 2016 shall be substituted with Appendix-III : Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX appended to these 4th Amendment Regulations.

Prof. (Dr.) JASPAL SINGH SANDHU, Secy.
[ADVT III/4/Exty./113(165)]

APPENDIX – III: TABLE I

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR AND PROFESSOR AND FOR DIRECT RECRUITMENT OF ASSOCIATE PROFESSOR AND PROFESSOR IN UNIVERSITIES AND COLLEGES.

	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14
Professor	14

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Category	Nature of Activity	Assistant Professor		Associate Professor		Professor	
		Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
I	a. Direct Teaching	70	Actual hours spent per	60	Actual hours spent per	60	Actual hours spent per

			academic year ÷7.5		academic year ÷7.75		academic year ÷7.75
	b. Examination duties (question paper setting, invigilation, evaluation of answer scripts) as per allotment	20	Actual hours spent per academic year ÷10	20	Actual hours spent per academic year ÷10	10	Actual hours spent per academic year ÷10
	c. Innovative Teaching - learning methodologies, updating of subject contents/courses, mentoring etc.	10	Actual hours spent per academic year ÷10	15	Actual hours spent per academic year ÷10	20	Actual hours spent per academic year ÷10

Note:

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/Field Work. .
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

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

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Category II	Nature of Activity	Maximum API Score	Actual score
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year ÷ 10
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees	15	Actual hours spent per academic year ÷ 10
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures	15	Actual hours spent per

	in refresher / faculty development courses, dissemination and general articles and any other contribution)		academic year ÷ 10
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CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	Other Reputed Journals as notified by the UGC #	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International – 10 per Chapter National – 5 per Chapter
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs.

III (C) (iii)	Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies	respectively 30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D)	RESEARCH GUIDANCE			
III(D)(i)	M.Phil.	Degree awarded	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	15/10 per candidate
III E	Fellowships, Awards and Invited lectures delivered in conferences / seminars			
III(E) (i)	Fellowships/ Awards	International Award/Fellowship from academic bodies	International Award / Fellowship from academic bodies/associations	15 per Award / 15 per Fellowship
		National Award/Fellowship from academic bodies	National Award/Fellowship from academic bodies/associations	10 per Award / 10 per Fellowship
		State/University level Award from academic bodies	State/University level Award from academic bodies/associations	5 Per Award
III(E) (ii)	Invited lectures / papers	International	International	7 per lecture / 5 per paper presented
		National level	National level	5 per lecture / 3 per paper presented
		State/University level	State/University level	3 per lecture / 2 per paper presented
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period				
III(F)	Development of e-learning delivery process/material			10 per module

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the "List of Journals". The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - II (A)

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 COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT

Category	Activity	Assistant Professor / equivalent	Assistant Professor / equivalent	Assistant Professor (Stage 3) to Assoc. Professor/ equivalent	Associate Professor (Stage 4) to	Professor (Stage 5) to
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		cadres: (Stage 1 to Stage 2)	cadres: (Stage 2 to Stage 3)	cadres (Stage 4)	Professor /equivalent cadres (Stage 5)	Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities	80/Year	80/year	75/year	70/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period	100 / Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period	400 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period	600 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation 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% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 30% - Assessment of domain knowledge & teaching practices. 20 % - Interview performance	50% - Research Contribution. 50%- Performance evaluation and other credential by referral procedure

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX - III TABLE - II(B)

Minimum Scores for APIs for direct recruitment of teachers in university departments / Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant Professor (Stage 1)	Associate Professor (Stage 4)	Professor (Stage 5)
Minimum API	Minimum	Consolidated API score requirement	Consolidated API score

Scores	Qualification as stipulated in these regulations	of 300 points from categories II & III of APIs (cumulative)	requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria / weightages (Total Weightages = 100)	a) Academic Record and Research Performance (50%) b) Assessment of Domain Knowledge & 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%)

APPENDIX-III - TABLE: III

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

S.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 cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (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 cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) (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 week 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 cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (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 may be given to M. Phil. holders and an exemption of two publications may 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 the regulation and in Tables II(A).
4.	Associate Professor (Stage 4) to Professor (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A).

	4) to Professor (Stage 5)	service in Stage 4.	in Table II (A). 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. (iii) A selection committee process as stipulated in the regulation and in Tables II (A).
5.	Professor (Stage 5) to Professor (Stage 6).	Professor with ten years of completed service (universities only)	(i) Minimum cumulative API scores for the assessment period as per the norms provided in Table II (A). (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 degrees like D.Sc., D.Lit., LL.D., etc., (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II (A).

APPENDIX – III: TABLE IV

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF ASSISTANT DIRECTOR OF PHYSICAL EDUCATION & SPORTS AND FOR COLLEGE DIRECTOR OF PHYSICAL EDUCATION & SPORTS AND FOR DIRECT RECRUITMENT OF DEPUTY DIRECTOR AND DIRECTOR OF PHYSICAL EDUCATION & SPORTS IN UNIVERSITIES.

Direct Workload and weightage to be given to different levels of Physical Education Personnel

	Direct working hours per week	Weightage
Assistant Director of Physical Education	40	100
Deputy Director of Physical Education	36+4*	90
Director of Physical Education	32+8*	80

Based on the Physical Education Personnel's self-assessment, API scores are proposed for (a) Lecture cum practice based athlete / sports classes coaching and training related activities; (b) Organizing and conducting sports and games competitions and management related activities; and (c) upgradation of sports infrastructure and extension services etc. The minimum API score required by Physical Education Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

*Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.

CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES

Nature of Activity	Assistant Director / College Director		Deputy Director		Director	
	Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
a) Lecture cum practice based athlete / sports classes, seminars undertaken as per allotted hours / organizing and conducting coaching camps / sports person development / training programmes (50 Points) Identifying sports talents and Mentoring sports excellence among students (20 Points) Development and maintenance of play fields, purchase and maintenance of other sports facilities (10 Points)	80	Actual hours spent per academic year ÷ 17.5	70	Actual hours spent per academic year ÷ 17.25	60	Actual hours spent per academic year ÷ 16.75

b) Management of Physical Education & Sports Program for students (planning, executing and evaluating the policies in physical education & Sports) (10 Points) Organizing and conducting sports and games competitions at the International / National / State / Inter University/Inter Zonal Levels (10 Points)	10	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10
c) Upgradation of scientific and technological knowledge in Physical Education and Sports (10 Points) Extending services, sports facilities and training on holidays to the institutions and organizations (10 Points)	10	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10

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

Based on the Physical Education Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education / College Director of Physical Education & Sports to higher grades and selection committee for the promotion of Assistant DPE&S to Deputy DPE&S and for direct recruitment of Deputy DPE&S and DPE&S.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Nature of Activity	Maximum API Score	Actual score
a) Student related co-curricular, extension and field based activities (i) Discipline related co-curricular activities (Cultural, Sports, NSS, NCC etc.) (various levels of intramural and extramural programmes) (ii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year ÷ 10
b) Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities (including as Principal / Director / Convener / similar other duties that require regular office hrs for its discharge)	15	Actual hours spent per academic year ÷ 10
c) Professional Development activities (such as participation in seminars, conferences, short term training courses, camps & events, talks, lectures in refresher / faculty development courses, membership of associations, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷ 10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and sports contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education & Sports to higher grades and Selection Committee for the promotion of Assistant Director of Physical Education & Sports to Deputy Director of Physical Education & Sports and for direct recruitment of Deputy Director of Physical Education & Sports and Director of Physical Education & Sports.

Category	Activity	Faculties of Physical Education & Sports	Max.score for University/College DPE*
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III (A)	Research Publications in	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)		Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
	Publications other than journal articles (books, chapters in books)	Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International – 10 per Chapter National – 5 per Chapter
III (C)	RESEARCH PROJECTS		
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 5 lakhs	20 per Project
		Major Projects with grants above Rs.3 lakhs up to Rs.5 lakhs	15 per Project
		Minor Projects with grants above Rs. 1 lakh up to Rs.3 lakhs	10 per Project
III (C)(ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.2 lakhs
III (C)(iii)	Projects Outcome / Outputs	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies	Major policy document of International bodies - 30 Central Government - 20. State Govt.-10 Local bodies - 5
III (D)	RESEARCH GUIDANCE		
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D)(ii)	Ph.D.	Degree awarded / Thesis submitted	15 / 10 per candidate 10 per candidate
III E	Awards / Fellowships/Invited lectures delivered / papers presented in conferences / seminars		
III(E) (i)	Award / Fellowship	International Award/Fellowship from Govt./recognized International Sports Bodies/International Sports Organizations	15 per Award / 15 per Fellowship
	Award / Fellowship	National Award/Fellowship from Govt./recognized National Sports Bodies/National Sports Organizations	10 per Award / 10 per Fellowship
	Award /Fellowship	State / University Award/Fellowship from Govt./recognized State Sports Bodies/State Sports Organizations	5 Per Award
III(E) (ii)	Invited lectures / papers presented	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period		
III(E)	Development of e-learning delivery process/material		10 per module

(iii)	
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* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the "List of Journals". The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - V (A)

MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE DIRECTOR AND DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES

Category	Activity	Assistant / College Director of Physical Education (Stage 1 to Stage 2)	Assistant / College Director of Physical Education (Stage 2 to Stage 3)	Assistant/College Director of Physical Education(Stage 3) to Deputy/College Director of Physical Education (Stage 4)	Deputy Director of Physical Education (Stage 4) to Director of Physical Education (Stage 5)
I	Teaching, training, coaching, sports person development and sports management activities	80/Year	80/year	75/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50/ Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
III	Research and Academic Contributions - Minimum score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period)	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period)	150 / Assessment period	180 / Assessment period
	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Research contribution 50% - Assessment of domain knowledge & teaching practices. 20%- Interview performance	50%- Research contribution. 30%- Assessment of domain knowledge and teaching practices. 20 %- Interview

					performance
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* One may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX - III TABLE - V(B)

Minimum Scores for APIs for direct recruitment of Physical Education Cadres in Universities / Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant DPE (Stage I)	Deputy DPE (Stage 4)	DPE (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in the regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria / weightages (Total Weightages = 100)	a) Track Record of championship won (30%) b) Sports and athletic skills (40%) c) Interview performance (30%)	a) Research papers (3 nos) evaluation:(40%) 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%)

APPENDIX-III - TABLE VI

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

Sl.No.	Promotion of Physical Education Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant DPE/ College DPE to Assistant DPE (Senior Scale) / College DPE (Senior Scale) (Stage 1 to Stage 2)	Assistant DPE / College DPE completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service without Ph.D./ M.Phil	(i) Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table V (A). (ii) One Orientation and one Refresher / Research Methodology Course of 3/4 weeks duration. (iii) Screening cum Verification process for 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 cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A) (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 3/4 week duration. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant DPE (Selection Grade) / College DPE (Selection Grade) to Deputy DPE / College DPE (Selection Grade) (Stage 3 to Stage 4).	Assistant DPE (Selection Grade) / College DPE (Selection Grade) with three years of completed service in Stage 3.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A). (ii) At least three publications in the entire period as Assistant/College DPE (twelve years). However, in the case of College DPE, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (iii) Evidence of having produced teams / athletes

			(iv) A selection committee process as stipulated in the regulation and in Tables V(A).
4.	University DPE (Stage 5) (For universities only)	Deputy DPE in universities with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A). 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 the personnel is placed in stage 3 (iii) Evidence of having produced, teams / athletes (iv) A selection committee process as stipulated in the regulation and in Tables V(A).

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

APPENDIX- III TABLE VII

ACADEMIC PERFORMANCE INDICATORS (API) FOR PROMOTIONS OF ASSISTANT LIBRARIAN IN UNIVERSITIES / FOR COLLEGE LIBRARIAN UNDER CAREER ADVANCEMENT SCHEME (CAS) AND FOR DIRECT RECRUITMENT OF DEPUTY LIBRARIAN AND LIBRARIAN IN UNIVERSITIES.

Direct Work load and weightage to be given to different levels of Librarians

	Direct working hours per week	Weightage
Assistant Librarian/College Librarian	40	100
Deputy Librarian	36+4*	90
Librarian	32+8*	80

Based on the Librarian Cadre's self-assessment, API scores are proposed for (a) Library resources organization and maintenance of books, journals, reports, Development, organization and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and (c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

*Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.

CATEGORY I: Procurement, organization, and delivery of knowledge and information through Library services

Nature of Activity	Univ.Assistant Librarian/College Librarian		Deputy Librarian		Librarian	
	Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
a) Library resources organization and maintenance of books, journals, reports; Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points) Development, organization and management of e-resources including their accessibility over Intranet / Internet, digitization of library	70	Actual hours spent per academic year ÷ 20	60	Actual hours spent per academic year ÷ 20	55	Actual hours spent per academic year ÷ 20

resources, e-delivery of information, etc (15 Points) User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc. (15 Points)						
b) ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10
c). Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10

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

Based on the Librarian Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Nature of Activity	Maximum API Score	Actual score
a) Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.	15	Actual hours spent per academic year ÷ 10
b) Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15	Actual hours spent per academic year ÷ 10
c) Professional Development activities (such as participation in seminars, conferences, short term, e- library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	Actual hours spent per academic year ÷ 10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the

promotion of Assistant Librarian / College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

Category	Activity	University/College Librarians	Max.score *
III (A)	Research Publications in	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter
III (C)	RESEARCH PROJECTS		
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 5 lakhs	20 per Project
		Major Projects with grants above Rs.3 lakhs up to Rs.5 lakhs	15 per Project
		Minor Projects with grants above Rs. 1 lakh up to Rs.3 lakhs	10 per Project
III (C)(ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.2 lakhs
III (C)(iii)	Projects Outcome / Outputs	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies prepared	Major policy document of International bodies - 30 Central Government – 20. State Govt.-10 Local bodies – 5
III (D)	RESEARCH GUIDANCE		
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D)(ii)	Ph.D.	Degree awarded / Thesis submitted	15 /10 per candidate
III E	Awards / Fellowships/Invited lectures delivered / papers presented in conferences / seminars		
III(E) (i)	Award / Fellowship	International Award/Fellowship from academic bodies/ associations	15 per Award / 15 per Fellowship
	Award / Fellowship	National Award/Fellowship academic bodies/ associations	10 per Award / 10 per Fellowship
	Award/Fellowship	State / University Award/Fellowship from academic bodies/associations	5 Per Award
III(E) (ii)	Invited lectures / papers presented	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			

III(E) (iii)	Development of e-delivery process/material	10 per module
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* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author / supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo motu, recommend journals for inclusion in the "List of Journals". The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - VIII (A)

MINIMUM APIS FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE LIBRARIAN AND DEPUTY LIBRARIAN AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES

Category	Activity	Assistant / College Librarian (Stage 1 to Stage 2)	Assistant / College Librarian (Stage 2 to Stage 3)	Assistant/College Librarian (Stage 3) to Deputy/College Librarian (Stage 4)	Deputy Librarian (Stage 4) to Librarian (Stage 5)
I	Procurement, organization, and delivery of knowledge and information through Library services	80/Year	80/year	75/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50/ Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
III	Research and Academic Contributions - Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period
	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee
IV	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100.	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	50% Library publication work 30% Assessment of innovative Library service and organization of digital library

	Minimum required 50))			Organizational skills 20 % - Interview performance	services 20% Interview performance
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* One may score the balance points from either Category II or Category III to achieve the minimum score required under Category II+ III.

APPENDIX - III TABLE - VIII (B)

Minimum APIs and Other Norms for the Direct Recruitment of Librarian Positions in University Departments/Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

Minimum Norm / Criteria	Assistant University Librarian / College Librarian (Stage 1)	Deputy Librarian in universities (Stage 4)	Librarian (university only) (Stage 5)
API score (Research and Academic Contribution - Category III)	Minimum Qualification as stipulated in the regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria/weightages (Total weightage = 100)	a) Teaching / computer and communication skills by a Lecture demonstration (50%) b) Record of Library management skills (20%) c) Interview performance (30%)	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) organizational track record of innovation library service and vision plan (20%) c) Interview performance (20%)

APPENDIX-III - TABLE IX

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

Sl.No.	Promotion of Librarian Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Librarian/ College Librarian to Assistant Librarian (Senior Scale) / College Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant Librarian/ College Librarian completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service 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 III for Librarian cadres in universities and for college Librarian cadres. (ii) One Orientation and one Refresher Course of 3/4 weeks duration (iii) Screening cum Verification process for recommending promotion.
2.	Assistant Librarian (senior scale) / College Librarian (senior scale) to Assistant Librarian (selection grade) / College Librarian (selection grade) (Stage 2 to Stage 3)	Assistant 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 University as per the norms provided in Table VIII (A) of Appendix III for Librarian Cadres in universities and for college librarian cadres. (ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Librarian (Selection Grade) / College Librarian (Selection Grade)	Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (A) of Appendix III. Three publications over twelve years. In Colleges, an exemption of one publication

	to Deputy Librarian / College Librarian (Selection Grade) (Stage 3 to Stage 4)	(Selection Grade) with three years of completed service in Stage 3.	will be given to M. Phil holders and two publications to Ph. D. Holders. (ii) Additionally one course/training under the categories of Library automation / Analytical tool Development for academic documentation. (iii) A selection committee process as stipulated in the Regulation and in Table VIII (A)
4.	University Librarian (Stage 5) (For universities only)	Deputy Librarian in universities with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table VIII (A). Librarians may combine two assessment periods (in Stages 3 and 4) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in stage 3 (iii) Evidence of innovative library service and organization of published work. (iv) A selection committee process as stipulated in the regulation and in Table VIII (A)

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.

Annexure- V



विश्वविद्यालय निदेश
डॉ. क. पी. सिंह
संयुक्त सचिव

Dr. K.P. Singh
Joint Secretary



उच्च शिक्षा विभाग

विश्वविद्यालय अनुदान आयोग
University Grants Commission

मानव संसाधन विकास विभाग, भारत सरकार
Ministry of Human Resource Development, Govt. of India

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By Speed Post

9th June, 2016

F.No.1-1/2013 (CU) Vo.III

The Registrar
Central University of Haryana
Jant-Pali Villages
Mahendergarh
Haryana - 123029

Sub: Approval of Teaching posts for establishment of School of Engineering & Technology during XII Plan period -- regarding.

Sir,

This is in reference to your office letter No.CUH/2016/VCS/30 dated 09.02.2016 regarding the requirement of teaching positions for establishment of School of Engineering & Technology in your university. The proposal was placed before the Committee constituted for the purpose. Further, the recommendations of the Committee were placed before the Commission in its 516th meeting held on 20th May, 2016. The Commission considered and approved the recommendations of the Committee. Accordingly, I am directed to convey the approval of UGC for creation of 37 (Thirty Seven) teaching positions as per details below:-

Sl. No.	Name of Department(s)	Teaching positions approved			
		Professor	Associate Professor	Assistant Professor	Total
1	Department of Civil Engineering	1	2	4	7
2	Department of Computer Science & Engineering	1	2	4	7
3	Department of Electrical Engineering	1	2	4	7
4	Department of Printing and Packaging Technology	1	2	4	7
	Total	4	8	16	28
	For associated disciplines/supplementary courses for School of Engineering & Technology				
5	Physics	0	1	1	2
6	Chemistry	0	1	1	2
7	Mathematics	0	1	1	2
8	English Communication	0	0	1	1
9	Management Studies	0	0	1	1
10	Environmental Science	0	0	1	1
	Total	0	3	6	9
	Grand Total	4	11	22	37

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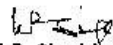
The Committee will consider additional teaching posts after reviewing the progress of the School of Engineering and Technology on the basis of student enrolment at an appropriate time.

The above approval is subject to the fulfillment of the following conditions:-

- (i) University may fill up the teaching positions at the earliest and explore the possibility to allocate the vacant teaching positions in the new areas or where the requirement of teaching positions in a particular department is more needed.
- (ii) The University may strictly adhere to the reservation policy for SC/ST/OBC/PH as per Government of India guidelines while filling up the teaching positions.
- (iii) The UGC Regulations of 2010 relating to Minimum Qualifications for appointment of Teachers and other Academic Staff in Universities and Colleges and measures for the Maintenance of Standards in Higher Education may be strictly followed.
- (iv) University may follow the norms and standards of the AICTE for Engineering Departments.

It is also to inform you that the expenditure on teaching positions approved for above mentioned departments will be met from the salary head of XII Plan General Development Assistance (GDA) Scheme.

Yours faithfully,


(K.P. Singh)

Annexure-A

Agenda of the meeting was to suggest purchase/procurement procedure to be followed by the University, Modalities for grant of additional duties allowance to the Teaching and Non-Teaching Staff, grant of incentives to the Non-Teaching staff on account of working on holidays and beyond office hours. Agenda was discussed at length and following recommendations were made.

1. Procedure for purchase/procurement to be followed by the CUH:-

i) The Committee suggested that procedure for purchases/procurement of material, machinery, equipment, furnitures, chemicals, stationary, services etc. may be followed in compliance with the General Financial Rules as well as guidelines issued by the Central Vigilance Commissioner and Govt. of India from time to time.

ii) Subject to compliance of the above, the following procedure shall be adopted:-

1. HOD/Head/Incharge of the department after ascertaining the requirement of his department will process the case for obtaining the Administrative/Technical sanction from the competent authority along with constitution of committee for the purpose, if not already constituted.
2. The department will follow the process as mentioned in the GFR (General Financial Rules) viz; obtaining of quotations/inviting tenders to ascertain the reasonableness/lowest market rates and process for Financial Sanction of the competent authority.
3. After obtaining the Financial Sanction the department shall issue a supply order/work order etc. to the bidder/supplier concerned.
4. The Department will receive the material/watch the work executed by the firm, inspect the goods/work and necessary certificates as required will be recorded on the bills before processing the same for payment.

5. The bills shall then be submitted to the Finance Branch for payment. The Finance Branch after scrutiny of the bills in consultation with the Internal Audit will release the payment at its own.

2. Delegation of Powers for according Administrative/ Financial sanctions for purchases/execution of works:-

The Committee proposed the delegation of powers for Administrative/Financial sanctions as under:

- i) Deans/HODs/Branch Officers/Head of Offices upto Rs. 15,000/-
- ii) Deputy Registrar (Administration) upto Rs. 50,000/-
- iii) Finance Officer for his department upto Rs. 1, 00,000/-
- iv) Registrar upto Rs. 5, 00,000/-
- v) Vice-Chancellor beyond Rs. 5, 00,000/-

NOTE: The projects for which sanction has already been accorded by the funding agency, in their cases, administrative sanction will not be required again

Financial Powers/limits mentioned above shall be equally applicable in cases of DGS&D rate contract purchases also.

3. Grant of Additional Duty Allowance

1. For Teaching Staff:-

It is proposed that payment of Allowance to a Teacher placed Incharge of full duties of any post or assigned any additional responsibilities in addition to the duties attached to his/her own teaching post may be made at the following rates:-

- | | |
|---------------------------|-----------------------|
| i) Professors | Rs. 4,000/- per month |
| ii) Associate Professors | Rs. 3,000/- per month |
| iii) Assistant Professors | Rs. 2,000/- per month |

The above honorarium will be regulated in accordance with the following terms & conditions:-

- i) The Allowance will not be paid if the period of additional charge is 26 days or less.
- ii) No allowance will be paid for performing duties of statutory positions i.e. Dean, Head/Incharge etc.
- iii) It will also be payable to the teacher concerned during vacations if the teacher performs his additional duties during vacations.
- iv) The rate of Allowance will not change if a teacher/employee is placed Incharge of more than one post. Therefore, not more than one allowance will be Payable.
- v) The Allowance will be admissible upon furnishing of prescribed certificate by the teacher/employee concerned.

2. For permanent/regular Non-Teaching Staff:-

Pay & Allowances for holding additional charge of post:

- i) An employee placed Incharge of the current duty of the higher post will receive pay in the basic post plus 1/10th of the minimum pay of the pay band and grade pay, applicable to the higher post i.e. entry level pay for direct recruits to the post.
- ii) No Allowance will be admissible when an employee who is placed to hold current charge of the routine duties of another post or posts irrespective of duration of additional charge.
- iii) An employee placed in charge of the full duties of a post of status equivalent to his own basic post will receive allowance at 20% of the minimum pay of the pay band and grade pay, applicable to the post i.e. entry level pay for direct recruits to the post.

- iv) An employee holding one post when placed in charge of the current duties of a lower post will not be entitled to any allowance for the additional work.
- v) The Allowance will not be paid if the period of charge is 26 days or less.
- vi) The additional duty allowance will not be paid if an employee assigned additional duties is getting any honorarium/remuneration for performing the additional duties.

4. Payment of honorarium to the Non-Teaching employees for working on late hours/Saturday & Sundays/ Holidays:-

- i) The committee recommended the following rates of Honorarium to be paid to the Non-Teaching Employees on account of working late on working days/Saturdays/holidays with prior approval of the Registrar/Vice-Chancellor recommended as under-

Category	Working Hours	Rate of Honorarium /Conveyance Allowance
Group-A Officers	Leaving after 7:30 PM	Rs. 500/-
Group-B&C	Leaving after 7:30 PM	Rs. 350/-
Group- D now called Group-C	Leaving after 7:30 PM	Rs. 250/-

- ii) Honorarium for working on Saturday/Sundays & Holidays with prior approval of the Registrar/Vice-Chancellor:-

Category of employee	Honorarium recommended	
Group-A officers	Rs. 1000/- (for 8 hours)	Rs. 700/- (for 5 hours)
Group-B employees	Rs. 700/- (for 8 hours)	Rs. 400/- (for 5 hours)
Group-C employees	Rs. 500/- (for 8 hours)	Rs. 300/- (for 5 hours)

Note-1:- Employees working on holidays shall not be entitled to avail compensatory leave in lieu of working on holidays.

Note-2: The above rates of remuneration shall also apply to contractual Employees.

5. Under another matter

The committee also discussed the issue with regard to reimbursement/payment of the telephone bills of the officers/employees of the University. The committee recommended that the Vice-Chancellor may be authorised to consider and take appropriate decisions on need basis on such issues on individual merit.


Finance Officer
Central University of Haryana

**FORM OF AGREEMENT OF SERVICE FOR
UNIVERSITY REGISTRAR**

(To be executed on a bond of ₹ 100/-)

Memorandum of Agreement made this theday of.....two thousand..... between Shri/Shrimati(hereinafter called the **Officer of the University**) of the first part, and the Central University of Haryana established under Act No. 25 (2009) of the Parliament, hereinafter called the University of the second part.

It is hereby agreed as follows:-

1. That the University hereby appoints Shri/Shrimatias the **Registrar** of the University with effect from the date the said takes charge of the duties of his/her office and the said hereby accepts the engagement, and undertakes to take such part and perform such duties in the University as may be required by and in accordance with the Act, Statutes and Ordinances of the University, as amended from time to time.
2. That the appointment of the **Registrar** shall be for a term of five years and the incumbent shall be eligible for reappointment, if otherwise, eligible.
3. (a) That the said **Officer** shall be a whole-time salaried officer of the University and subject to clause 6 of **THE SECOND SCHEDULE : The Statutes of the University** and unless the contract is terminated by the Competent Authority of the University or by the **Officer** as hereinafter provided, shall continue in the service of the University until he/she completes such age of superannuation i.e. **62 years** or as may be prescribed by the Ordinances of the University.
- (b) Clause 6 of THE SECOND SCHEDULE : The Statutes of the University is reproduced herewith as under :-

"6. (1) The Registrar shall be appointed by the Executive Council on the recommendation of a Selection Committee constituted for the purpose and shall be a whole-time salaried officer of the University.

(2) He shall be appointed for a term of five years and shall be eligible for re-appointment.

(3) The emoluments and other terms and conditions of service of the Registrar shall be such as may be prescribed by the Executive Council from time to time;

Provided that the Registrar shall retire on attaining the age of sixty-two years.

(4) When the office of the Registrar is vacant or when the Registrar is, by reason of illness, absence or any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

(5) (a) The Registrar shall have power to take disciplinary action against such of the employees, excluding teachers and other academic staff, as may be specified in the order of the Executive Council and to suspend them pending inquiry, to administer warnings to them or to impose on them the penalty of censure or the withholding of increment;

Provided that no such penalty shall be imposed unless the person has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

(b) An appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing any of the penalties specified in sub-clause (a).

(c) In a case where the inquiry discloses that a punishment beyond the power of the Registrar is called for, the Registrar shall, upon the conclusion of the inquiry, make a report to the Vice-Chancellor along with his recommendations:

Provided that an appeal shall lie to the Executive Council against an order of the Vice-Chancellor imposing any penalty.

(6) The Registrar shall be ex officio Secretary of the Executive Council and the Academic Council, but shall not be deemed to be a member of either of these authorities and he shall be ex officio Member-Secretary of the Court.

(7) It shall be the duty of the Registrar: -

- (a) to be the custodian of the records, the common seal and such other property of the University as the Executive Council shall commit to his charge;*
- (b) to issue all notices convening meetings of the Court, the Executive Council, the Academic Council and of any Committees appointed by these authorities;*
- (c) to keep the minutes of all the meetings of the Court, the Executive Council, the Academic Council and of any Committees appointed by those authorities;*
- (d) to conduct the official correspondence of the Court, the Executive Council and the Academic Council;*
- (e) to supply to the Visitor, copies of the agenda of the meetings of the authorities of the University as soon as they are issued and the minutes of such meetings;*
- (f) to represent the University in suits or proceedings by or against the University, sign powers of attorney and verify pleadings or depute his representative for the purpose; and*
- (g) to perform such other duties as may be specified in the Statutes, the Ordinances or the Regulations or as may be required from time to time by the Executive Council or the Vice-Chancellor."*

4. As per Ordinance V-B of the University, the Registrar shall be the appointing authority to make permanent appointment to all Group 'C' Posts and Contractual/temporary appointment to all Group 'B' & 'C' posts and disciplinary authority in respect of all Group 'C' employees to suspend, to administer warnings or to impose the penalties of censure and with-holding of increments.

5. That the University shall fix the pay of **the Officer** to be paid during the continuance of his/her engagement hereunder as a remuneration for his/ her services in the Pay Scale/Pay Band of ₹ plus Grade Pay of ₹, raising by annual increments in accordance with the University Rules.

6. The Officer shall be entitled to a unfurnished residential accommodation on payment prescribed licence fee.

7. The Officer shall be entitled for the facility of "Staff Car" and shall also be entitled to free telephone facility.

CENTRAL UNIVERSITY OF HARYANA

8. Provided that wherever there is any change in the nature of the appointment or the emoluments of the **Officer**, particulars of the change shall be recorded in Schedule I annexed hereto, under the signatures of both parties and the terms of this agreement shall apply mutatis mutandis to the new post and the terms and conditions attached to that post.
9. That the said **Officer** agrees to be bound by the Act, Statutes, Ordinances, Rules and Regulations of the University, as amended from time to time.
10. That the **Officer** also agrees to be bound by the Central Civil Services Conduct Rules as amended from any other rules adopted by the Executive Council from time to time.
11. That the **Officer** shall devote his/her whole time to the service of the University and shall not without the permission of the University, engage, directly or indirectly, in any trade or business whatsoever, or in any other work to which any emolument or honorarium is attached. But this prohibition shall not apply to the work undertaken for conduct of examinations or any other work of Universities with prior approval of the Competent Authority of the University.
12. (i) Notwithstanding anything hereinbefore contained, the Disciplinary Authority of the University shall be entitled to initiate disciplinary action against the **Officer** on the ground of misconduct in accordance with the provisions of the CCS CCA Rules and the relevant provisions of the Act, Statutes and Ordinance of the University as amended from time to time.
- (ii) The Disciplinary Authority may, when deems it necessary, suspend the **Officer** on the ground of misconduct / pending investigation of the charges against him/her or if the incumbent is on deputation, repatriate him/her to his/her parent organization with immediate effect.
13. The University may, at any time, terminate his/her engagement by giving him three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.
14. The **Officer** may, at any time, terminate his/her engagement by giving the University three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.
15. Thus on the termination of this engagement from whatever cause the **Officer** shall deliver to the University all books, apparatus, records and such other articles belonging to the University as may be due from him/ her.

SCHEDULE I

Name of the **Registrar** in full.....
Address.....
Designation.....
Salary Rs..... in the grade of
Note: The changes in the grade, salary or designation should be briefly described.
Date of approval of E.C.
Date from which change takes effect
Change of designation or grade

Signature of Registrar

Signature

CENTRAL UNIVERSITY OF HARYANA

FORM OF AGREEMENT OF SERVICE FOR UNIVERSITY CONTROLLER OF EXAMINATIONS

(To be executed on a bond of ₹ 100/-)

Memorandum of Agreement made this theday of.....two thousand..... between Shri/Shrimati(hereinafter called the **Officer of the University**) of the first part, and the Central University of Haryana established under Act No. 25 (2009) of the Parliament, hereinafter called the University of the second part.

It is hereby agreed as follows:-

1. That the University hereby appoints Shri/Shrimatias the **Controller of Examinations** of the University with effect from the date the said takes charge of the duties of his/her office and the said hereby accepts the engagement, and undertakes to take such part and perform such duties in the University as may be required by and in accordance with the Act, Statutes and Ordinances of the University, as amended from time to time.
2. That the appointment of the **Controller of Examinations** shall be for a term of five years and the incumbent shall be eligible for reappointment, if otherwise, eligible.
3. That the said **Controller of Examinations** shall be a whole-time salaried officer of the University and subject to clause 8 of **THE SECOND SCHEDULE : The Statutes of the University** and unless the contract is terminated by the Competent Authority of the University or by the **Controller of Examinations** as hereinafter provided, shall continue in the service of the University until he/she completes such age of superannuation i.e. **62 years** or as may be prescribed by the Ordinances of the University.
4. Clause 8 of THE SECOND SCHEDULE : The Statutes of the University is reproduced herewith as under :-
 - "8 (1) The Controller of Examinations shall be appointed by the Executive Council on the recommendations of a Selection Committee constituted for the purpose and he shall be whole-time salaried officer of the University.
 - (2) The Controller of Examinations shall be appointed for a term of five years and shall be eligible for re-appointment.
 - (3) The emoluments and other terms and conditions of service of the Controller of Examinations shall be such as may be prescribed by the Executive Council from time to time:

Provided that the Controller of Examinations shall retire on attaining the age of sixty-two years.
 - (4) When the office of the Controller of Examinations is vacant or when the Controller of Examinations is, by reason of illness, absence or any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
 - (5) The Controller of Examinations shall arrange for and superintend the examinations of the University in the manner prescribed by the Ordinances.

5. That the University shall fix the pay of **Controller of Examinations** to be paid during the continuance of his/her engagement hereunder as a remuneration for his/ her services in the Pay Scale/Pay Band of ₹ plus Grade Pay of ₹, raising by annual increments in accordance with the University Rules.
6. The Officer shall be entitled to a unfurnished residential accommodation on payment prescribed licence fee.
7. The Officer shall be entitled to free telephone facility.
8. Provided that wherever there is any change in the nature of the appointment or the emoluments of the **Officer**, particulars of the change shall be recorded in Schedule I annexed hereto, under the signatures of both parties and the terms of this agreement shall apply mutatis mutandis to the new post and the terms and conditions attached to that post.
9. That the said **Officer** agrees to be bound by the Act, Statutes, Ordinances, Rules and Regulations of the University, as amended from time to time.
10. That the **Officer** also agrees to be bound by the Central Civil Services Conduct Rules as amended from any other rules adopted by the Executive Council from time to time.
11. That the **Officer** shall devote his/her whole time to the service of the University and shall not without the permission of the University, engage, directly or indirectly, in any trade or business whatsoever, or in any other work to which any emolument or honorarium is attached. But this prohibition shall not apply to the work undertaken for conduct of examinations or any other work of Universities with prior approval of the Competent Authority of the University.
12. (i) Notwithstanding anything hereinbefore contained, the Disciplinary Authority of the University shall be entitled to initiate disciplinary action against the **Officer** on the ground of misconduct in accordance with the provisions of the CCS CCA Rules and the relevant provisions of the Act, Statutes and Ordinance of the University as amended from time to time.

(ii) The Disciplinary Authority may, when deems it necessary, suspend the **Officer** on the ground of misconduct / pending investigation of the charges against him/her or if the incumbent is on deputation, repatriate him/her to his/her parent organization with immediate effect.
13. The University may, at any time, terminate his/her engagement by giving him three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.
14. The **Officer** may, at any time, terminate his/her engagement by giving the University three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.

15. Thus on the termination of this engagement from whatever cause the **Officer** shall deliver to the University all books, apparatus, records and such other articles belonging to the University as may be due from him/ her.

SCHEDULE I

Name **Controller of Examinations** in full.....

Address.....

Designation.....

Salary Rs..... in the grade of

Note: The changes in the grade, salary or designation should be briefly described.

Date of approval of E.C.

Date from which change takes effect

Change of designation or grade

Signature of Controller of
Examinations

Signature of Officer
for University

CENTRAL UNIVERSITY OF HARYANA

FORM OF AGREEMENT OF SERVICE FOR

UNIVERSITY FINANCE OFFICER

(To be executed on a bond of ₹ 100/-)

Memorandum of Agreement made this theday of.....two thousand..... between Shri/Shrimati(hereinafter called the **Officer of the University**) of the first part, and the Central University of Haryana established under Act No. 25 (2009) of the Parliament, hereinafter called the University of the second part.

It is hereby agreed as follows:-

1. That the University hereby appoints Shri/Shrimatias the **Finance Officer** of the University with effect from the date the said takes charge of the duties of his/her office and the said hereby accepts the engagement, and undertakes to take such part and perform such duties in the University as may be required by and in accordance with the Act, Statutes and Ordinances of the University, as amended from time to time.

2. That the appointment of the **Finance Officer** shall be for a term of five years and the incumbent shall be eligible for reappointment, if otherwise, eligible.

3. That the said **Finance Officer** shall be a whole-time salaried officer of the University and subject to clause 7 of **THE SECOND SCHEDULE : The Statutes of the University** and unless the contract is terminated by the Competent Authority of the University or by the **Finance Officer** as hereinafter provided, shall continue in the service of the University until he/she completes such age of superannuation i.e. **62 years** or as may be prescribed by the Ordinances of the University.

4. Clause 7 of THE SECOND SCHEDULE : The Statutes of the University is reproduced herewith as under :-

"7(1) The Finance Officer shall be appointed by the Executive Council on the recommendations of a Selection Committee constituted for the purpose and he shall be a whole-time salaried officer of the University.

(2) The Finance Officer shall be appointed for a term of five years and shall be eligible for re-appointment.

(3) The emoluments and other terms and conditions of service of the Finance Officer shall be such as may be prescribed by the Executive Council from time to time:

Provided that the Finance Officer shall retire on attaining the age of sixty-two years.

(4) When the office of the Finance Officer is vacant or when the Finance Officer is, by reason of illness, absence or any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

(5) The Finance Officer shall be *ex officio* Secretary of the Finance Committee, but shall not be deemed to be a member of such Committee.

- (6) The Finance Officer shall—
- (a) exercise general supervision over the funds of the University and shall advise it as regards its financial policy; and
 - (b) perform such other financial functions as may be assigned to him by the Executive Council or as may be prescribed by the Statutes or the Ordinances.
- (7) Subject to the control of the Executive Council, the Finance Officer shall—
- (a) hold and manage the property and investments of the University including trust and endowed property;
 - (b) ensure that the limits fixed by the Executive Council for recurring and nonrecurring expenditure for a year are not exceeded and that all moneys are expended on the purpose for which they are granted or allotted;
 - (c) be responsible for the preparation of annual accounts and the budget of the University and for their presentation to the Executive Council;
 - (d) keep a constant watch on the state of the cash and bank balances and on the state of investments;
 - (e) watch the progress of the collection of revenue and advise on the methods of collection employed;
 - (f) ensure that the registers of buildings, land, furniture and equipment are maintained up-to-date and that stock-checking is conducted, of equipment and other consumable materials in all offices, Departments, Centres and Specialised Laboratories;
 - (g) bring to the notice of the Vice-Chancellor unauthorised expenditure and other financial irregularities and suggest disciplinary action against persons at fault; and
 - (h) call for from any office, Department, Centre, Laboratory, College or Institution maintained by the University any information or returns that he may consider necessary for the performance of his duties.
- (8) Any receipt given by the Finance Officer or the person or persons duly authorised in this behalf by the Executive Council for any money payable to the University shall be sufficient discharge for payment of such money."

5. That the University shall fix the pay of **Finance Officer** to be paid during the continuance of his/her engagement hereunder as a remuneration for his/ her services in the Pay Scale/Pay Band of ₹ plus Grade Pay of ₹, raising by annual increments in accordance with the University Rules.

6. The Officer shall be entitled to a unfurnished residential accommodation on payment prescribed licence fee.

7. Provided that wherever there is any change in the nature of the appointment or the emoluments of the **Officer**, particulars of the change shall be recorded in Schedule I annexed hereto, under the signatures of both parties and the terms of this agreement shall apply mutatis mutandis to the new post and the terms and conditions attached to that post.

8. That the said **Officer** agrees to be bound by the Act, Statutes, Ordinances, Rules and Regulations of the University, as amended from time to time.

9. That the **Officer** also agrees to be bound by the Central Civil Services Conduct Rules as amended from any other rules adopted by the Executive Council from time to time.

10. That the **Officer** shall devote his/her whole time to the service of the University and shall not without the permission of the University, engage, directly or indirectly, in any trade or business whatsoever, or in any other work to which any emolument or honorarium is attached. But this prohibition shall not apply to the work undertaken for conduct of examinations or any other work of Universities with prior approval of the Competent Authority of the University.

11. (i) Notwithstanding anything hereinbefore contained, the Disciplinary Authority of the University shall be entitled to initiate disciplinary action against the **Officer** on the ground of misconduct in accordance with the provisions of the CCS CCA Rules and the relevant provisions of the Act, Statutes and Ordinance of the University as amended from time to time.

(ii) The Disciplinary Authority may, when deems it necessary, suspend the **Officer** on the ground of misconduct / pending investigation of the charges against him/her or if the incumbent is on deputation, repatriate him/her to his/her parent organization with immediate effect.

12. The University may, at any time, terminate his/her engagement by giving him three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.

13. The **Officer** may, at any time, terminate his/her engagement by giving the University three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.

14. Thus on the termination of this engagement from whatever cause the **Officer** shall deliver to the University all books, apparatus, records and such other articles belonging to the University as may be due from him/ her.

SCHEDULE I

Name **Finance Officer** in full.....

Address.....

Designation.....

Salary Rs..... in the grade of

Note: The changes in the grade, salary or designation should be briefly described.

Date of approval of E.C.

Date from which change takes effect

Change of designation or grade

Signature of Finance Officer

Signature of Officer
for University

CENTRAL UNIVERSITY OF HARYANA

FORM OF AGREEMENT OF SERVICE FOR UNIVERSITY LIBRARIAN

(To be executed on a bond of ₹ 100/-)

Memorandum of Agreement made this theday of.....two thousand..... between Shri/Shrimati(hereinafter called the **Officer of the University**) of the first part, and the Central University of Haryana established under Act No. 25 (2009) of the Parliament, hereinafter called the University of the second part.

It is hereby agreed as follows:-

1. That the University hereby appoints Shri/Shrimatias the **Librarian** of the University with effect from the date the said takes charge of the duties of his/her office and the said hereby accepts the engagement, and undertakes to take such part and perform such duties in the University as may be required by and in accordance with the Act, Statutes and Ordinances of the University, as amended from time to time.
2. That the said **Librarian** shall be a whole-time salaried officer of the University and subject to clause 9 of **THE SECOND SCHEDULE : The Statutes of the University** and unless the contract is terminated by the Competent Authority of the University or by the **Librarian** as hereinafter provided, shall continue in the service of the University until he/she completes such age of superannuation i.e. **62 years** or as may be prescribed by the Ordinances of the University.
3. Clause 9 of THE SECOND SCHEDULE : The Statutes of the University is reproduced herewith as under :-

“9 (1) *The Librarian shall be appointed by the Executive Council on the recommendations of the Selection Committee constituted for the purpose and he shall be a whole-time salaried officer of the University.*

(2) The Librarian shall exercise such powers and perform such duties as may be assigned to him by the Executive Council.
4. That the University shall fix the pay of **Librarian** to be paid during the continuance of his/her engagement hereunder as a remuneration for his/ her services in the Pay Scale/Pay Band of ₹ plus Grade Pay of ₹, raising by annual increments in accordance with the University Rules.
5. Provided that wherever there is any change in the nature of the appointment or the emoluments of the **Officer**, particulars of the change shall be recorded in Schedule I annexed hereto, under the signatures of both parties and the terms of this agreement shall apply mutatis mutandis to the new post and the terms and conditions attached to that post.
6. That the said **Officer** agrees to be bound by the Act, Statutes, Ordinances, Rules and Regulations of the University, as amended from time to time.
7. That the **Officer** also agrees to be bound by the Central Civil Services Conduct Rules as amended from any other rules adopted by the Executive Council from time to time.

8. That the **Officer** shall devote his/her whole time to the service of the University and shall not without the permission of the University, engage, directly or indirectly, in any trade or business whatsoever, or in any other work to which any emolument or honorarium is attached. But this prohibition shall not apply to the work undertaken for conduct of examinations or any other work of Universities with prior approval of the Competent Authority of the University.
9. (i) Notwithstanding anything hereinbefore contained, the Disciplinary Authority of the University shall be entitled to initiate disciplinary action against the **Officer** on the ground of misconduct in accordance with the provisions of the CCS CCA Rules and the relevant provisions of the Act, Statutes and Ordinance of the University as amended from time to time.
- (ii) The Disciplinary Authority may, when deems it necessary, suspend the **Officer** on the ground of misconduct / pending investigation of the charges against him/her.
10. The University may, at any time, terminate his/her engagement by giving him three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.
11. The **Officer** may, at any time, terminate his/her engagement by giving the University three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.
12. Thus on the termination of this engagement from whatever cause the **Officer** shall deliver to the University all books, apparatus, records and such other articles belonging to the University as may be due from him/ her.

SCHEDULE I

Name **Librarian** in full.....
Address.....
Designation.....
Salary Rs..... in the grade of
Note: The changes in the grade, salary or designation should be briefly described.
Date of approval of E.C.
Date from which change takes effect
Change of designation or grade

Signature of Librarian

Signature of Officer
for University

CENTRAL UNIVERSITY OF HARYANA

Final

Annexure to Ord.

FORM OF AGREEMENT OF SERVICE FOR
UNIVERSITY NON-TEACHING EMPLOYEES
(To be executed on a bond of ₹ 100/-)

Memorandum of Agreement made this theday of.....two thousand..... between Shri/Shrimati (hereinafter called the 'Non-Teaching Employee') of the first part, and the Central University of Haryana established under Act No. 25 (2009) of the Parliament, hereinafter called the University of the second part.

It is hereby agreed as follows:-

1. That the University hereby appoints Shri/Shrimatito be a member of the Non-Teaching Staff of the University with effect from the date the said.....takes charge of the duties of his/her office and the said..... hereby accepts the engagement, and undertakes to take such part and perform such duties in the University as may be required by and in accordance with the Act, Statutes and Ordinances, as amended from time to time, of the University, whether the same relate to organisation of instruction, or non-teaching, or their welfare, and generally to act under the direction of the authorities of the University.
2. That the Non-Teaching Employee shall be on probation for a period of two years. The Non-Teaching Employee shall be confirmed in this appointment on satisfactory completion of his/her probationary period, unless not later than one month before the expiration thereof the University informs him/her in writing of its intention not to confirm him/her.
3. That the said Non-Teaching Employee shall be a whole-time Non-Teaching Employee of the University and subject to clause 2 and unless the contract is terminated by the Competent Authority of the University or by the Non-Teaching Employee as hereinafter provided, shall continue in the service of the University until he/she completes such age of superannuation as may be prescribed by the Ordinances of the University.
4. That the University shall fix the pay of Shri/Shrimatito be paid during the continuance of his/her engagement hereunder as a remuneration for his/ her services in the Pay Scale/Pay Band of ₹ plus Grade Pay of ₹, raising by annual increments in accordance with the University Rules.
5. Provided that wherever there is any change in the nature of the appointment or the emoluments of the Non-Teaching Employee, particulars of the change shall be recorded in Schedule I annexed hereto, under the signatures of both parties and the terms of this agreement shall apply mutatis mutandis to the new post and the terms and conditions attached to that post.
6. That the said Non-Teaching Employee agrees to be bound by the Act, Statutes, Ordinances, Rules and Regulations of the University, as amended from time to time.
7. That the Non-Teaching Employee also agrees to be bound by the Central Civil Services Conduct Rules as amended from any other rules adopted by the Executive council from time to time.

8. That the Non-Teaching Employee shall devote his/her whole time to the service of the University and shall not without the permission of the University, engage, directly or indirectly, in any trade or business whatsoever, or in any other work to which any emolument or honorarium is attached. But this prohibition shall not apply to the work undertaken for conduct of examinations or any other work of Universities with prior approval of the Competent Authority of the University.
9. (i) Notwithstanding anything hereinbefore contained, the Disciplinary Authority of the University shall be entitled to initiate disciplinary action against the Non-Teaching Employee on the ground of misconduct in accordance with the provisions of the CCS CCA Rules and the relevant provisions of the Act, Statutes and Ordinance of the University as amended from time to time.
- (ii) The Disciplinary Authority may, when deems it necessary, suspend the Non-Teaching Employee on the ground of misconduct / pending investigation of the charges against him/her.
10. The University may, at any time, terminate his/her engagement by giving him three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.
11. The Non-Teaching Employee may, at any time, terminate his/her engagement by giving the University three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of the notice.
12. Thus on the termination of this engagement from whatever cause the Non-Teaching Employee shall deliver to the University all books, apparatus, records and such other articles belonging to the University as may be due from him/ her.

SCHEDULE I

Name of Non-Teaching Employee in full.....

Address.....

Designation.....

Salary Rs..... in the grade of

Note: The changes in the grade, salary or designation should be briefly described.

Date of approval of E.C.

Date from which change takes effect

Change of designation or grade

Signature of Non-Teaching Employee

Signature of Officer
for University.

**CENTRAL UNIVERSITY OF HARYANA
Office of Dean Students Welfare**

Subject: Proposal to Introduce Scholarship for Meritorious Students of the University.

As discussed in the meeting of the Students Council chaired by the Hon'ble Vice Chancellor on 7th April 2016, it is proposed that a special scholarship for Meritorious students irrespective of their category and family income status may be introduced to incentivize the outstanding performers from each department.

Scholarship for Meritorious Students may be introduced with the following criteria:

Eligibility:

1. The scheme shall cover the postgraduate students only on the basis of their performance in two semesters of PG programme consecutively.
2. Therefore, the best two students from each department with minimum SGPA/CGPA of 6.00 in first two semesters may be considered for scholarship.
3. In case of three-year programme there may be two beneficiaries on the basis of the first two semesters and two beneficiaries on the basis of their performance in the first four semesters. Hence, in case of three-year programmes, the no. of beneficiaries may be four subject to their fulfilling the condition of scoring minimum CGPA of 6.00.
4. The students of First and Second Semester shall not be covered under this scheme.
5. Students shall not be entitled for any scholarship on the basis of his/her performance in the final year.
6. Merit will be the only criteria and category and income of the family shall not be considered.
7. The student covered under this scholarship will not be entitled for any other University-level scholarship, fellowship or financial aid scheme like Earn While You Learn, Merit Cum Means or any other.
8. There should not be any academic and financial arrear in case of the student covered under this scheme.
9. The student with any precedence of indiscipline in the campus or hostel may not be considered under this scheme.

Duration: The Scholarship for Meritorious students shall be introduced with the commencement of each academic session and the beneficiaries shall be awarded the scholarship for ten months each year (i.e. August to May).

Amount of Scholarship: The meritorious scholarship of Rs. 3000/- per month may be awarded to the eligible students.

When to Apply: Eligible students shall have to submit their application for Scholarship to the Scholarship Section before 15th August.

Documents required to be enclosed with the application:

- Mark-Sheet/Result-Sheet of previous two semesters of PG programme in which he/she is enrolled.
- No Dues Certificate duly signed by Hostel Warden, Librarian, Accounts Section and Head of the Department.
- A Certificate issued by the Hostel Warden routed through the Proctor and duly countersigned by the Head of the Department to the effect that there is no record of student's misconduct or indiscipline in the campus.
- An undertaking by the student that he/she is not receiving any financial support through any other University-level scholarship, fellowship or schemes like Merit cum Means, Earn While you Learn etc.

The existing University-Level 'Merit cum Means Scheme' may be continued separately for the two meritorious students belonging to economically poor families who are not covered under the proposed **Scholarship for Meritorious Students** subject to the fulfillment of the requirement of the minimum CGPA of 6.00. However, to maintain uniformity, the scholarship amount in case of 'Merit cum Means Scheme' may also be fixed to Rs. 3000/- p.m.

CENTRAL UNIVERSITY OF HARYANA

Jant-Pali, Mahendergarh- 123029

Minutes of the Meeting of the Committee constituted by the Vice-Chancellor to suggest amendments to Ordinances relating to Convocation and to Post Graduate Programmes, held on 06/05/2016 at 11:00 A.M., in the Office of the Dean, Faculty of Management Studies, University of Delhi, Delhi.

Present:

1. Prof. D.P.S. Verma, Professor (Retd.), University of Delhi, Delhi.
2. Prof. Manohar Singla, Dean Faculty of Management Studies, University of Delhi, Delhi
3. Dr. Aditya Saxena, Department of Physics, Central University of Haryana, Mahendergarh
4. Dr. Rajeev Kumar Singh, Central University of Haryana, Mahendergarh.
5. Dr. A.P. Sharma, Central University of Haryana, Mahendergarh.
6. Sh. R.P. Singh Joint Registrar (Exams.), University of Delhi, Delhi.
7. Sh. Morice Tete, D.R. (Reval. & Degree), University of Delhi, Delhi
8. Sh. R.K. Yadav, Central University of Haryana, Mahendergarh.
9. Ms. Pooja Taneja, Central University of Haryana, Mahendergarh.

Dr. Ranjan Aneja, Central University of Haryana, Mahendergarh could not attend the meeting.

In the first Meeting of the Committee, held on 23.02.2016, the Committee considered D.O. No. 3-2/2013(CPP-II), dated 15/07/2015, of the Secretary, University Grants Commission, New Delhi. After discussion and deliberations, it was resolved to recommend the following amendments in Ordinance-XX, relating to Convocation:

- i. In the Academic Dress for the Members of the Convocation procession, the word "Silk" be replaced with "Handloom Fabric"
- ii. In Clause (d) of the Academic Dress provided in the Ordinance pertaining to University Convocation, the word "Guest(s) of Honour" may be added after the word "for Chief Guest"
- iii. The following note may be added:-
Note: "All the Academic robes of the members of the Academic Procession and the candidates shall be made of Handloom Fabric".
- iv. In Clause (v) of the Ordinance, the word "same order" may be replaced with the word "reverse order".
2. The Committee considered Ordinance XV on Choice-Based Credit System of Post-Graduate Programmes and the comments and suggestions received from the faculty members of the University.

After discussion and deliberations, the Committee resolved to revise the Ordinance relating to programmes leading to the Award of Post-Graduate Degrees/Diplomas as per annexure-I attached.


(Prof. D.P.S. Verma)
Chairman of the Committee

Ordinance No. XV

**AMENDED ORDINANCE RELATING TO PROGRAMMES LEADING TO THE
AWARD OF POSTGRADUATE DEGREES/DIPLOMAS**

(Effective from the Academic Session 2016-17)

1. Definitions of Key Words:

- 1.1 **‘Choice-Based Credit System (CBCS)’:** The CBCS provides choice for the students to select course from the prescribed courses (Elective or soft-skill courses). It provides a ‘cafeteria’ approach in which the students can take courses of their choice, learn at their own pace, study additional courses and acquire more than the minimum required credits, and adopt an inter-disciplinary approach to learning.
- 1.2 **‘Academic Year’:** Two consecutive (one odd + one even) semesters shall constitute one academic year.
- 1.3 **‘Course’:** Usually referred to as paper, it is a component of a Programme. All courses need not carry the same weight. Each course should define the learning objectives and the learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/outreach activities/project work/vocational training/viva/seminars/term papers/assignments/presentations/self-study work, etc., or a combination of some of these.
- 1.4 **‘Credit’:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work, per week.
- 1.5 **‘Credit Point’:** It is the product of the grade point and the number of credits for a course.
- 1.6 **‘Grade Point’:** It is a numerical weight allotted to each letter grade on a 10-point scale.
- 1.7 **‘Letter Grade’:** It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F. means a letter grade assigned to a student on the basis of evaluation of a course on a ten point scale.
- 1.8 **‘Programme’:** An educational programme leading to the award of a Degree, Diploma or Certificate.
- 1.9 **‘Credit-Based Semester System (CBSS)’:** Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
- 1.10 **‘Semester’:** Each Semester shall consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June. The credit-based semester system provides flexibility in designing curriculum and assigning credits based on the course content and hours of teaching.
- 1.11 **‘Semester Grade- Point Average (SGPA)’:** It is a measure of performance of the work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- 1.12 **Cumulative Grade Point Average (CGPA)’:** It is a measure of overall cumulative

performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

- 1.13 **Transcript/ 'Grade Card' 'or Certificate':** Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

2. Eligibility for Admission:

A candidate may be admitted to the Master's Degree programme if he/she has obtained a Bachelor's degree under 10+2+3 system, recognized by the University, or a degree recognized as its equivalent, provided that such a candidate has attained the minimum eligibility/qualification at the time of admission, as decided by the University from time to time.

3. Type of Courses:

Each programme may have three types of courses, viz., Core courses, Elective courses, and Self-study/Skill-based courses.

3.1. Core courses:

- 3.1.1. The core courses are those courses whose knowledge is deemed essential for the students registered for a particular Master's degree programme. Where feasible and necessary, two or more programmes may prescribe one or more common core courses.

- 3.1.2. The core courses shall be mandatory for all the students registered for that Master's degree programme.

- 3.1.3. The core courses shall be spread over all the semesters of the programme.

3.2. Elective courses:

The elective courses can be chosen from a pool of papers. These courses are intended to:

- * allow the student to specialize in one or more branches of the broad subject area;
- help the student to acquire knowledge and skills in a related area that may have applications in the broad subject area;
- help the student to bridge any gap in the curriculum and enable acquisition of essential skills (e.g. statistical, computational, language, communication skills, etc.); and
- help the student to pursue an area of interest.
- The student may also choose additional elective courses offered by the University to enable him/her to acquire extra credits from the discipline, or across the discipline.

3.3. Self-study/Skill-based Courses:

The self-study courses are optional, not mandatory. Being non-credit courses, the performance of students in these courses shall be indicated either as "satisfactory" or as "unsatisfactory", instead of the Letter Grade and this shall not be counted for the computation of SGPA/CGPA.

Note: A course (Core/Elective/Self-study/skill-based) may also take the form of a Dissertation, Project work, Practical training, Field work or Internship/Seminar.

4. Mobility Options and Credit Transfers:

The students shall be permitted to opt inter-disciplinary and horizontal mobility and

can take courses of their choice, learn at their paces, undergo additional courses, acquire more than the required credits, and adopt an interdisciplinary approach to learning.

- 4.1. A student can take the courses of any other university subject to equivalence of the core/elective courses and availability of seats, adopting due administrative process and formal consent of the university/universities. The University shall constitute an Equivalence Committee for the purpose.
- 4.2. A student availing inter-university mobility shall continue to be a bonafide student of the University where he initially got admission and in case he/she earns credit from a different university, the credits earned shall be transferred to his/her parent University.
- 4.3. It shall be the responsibility of the student to assess the feasibility and practicality of vertical mobility (across universities) as it doesn't entitle a student to be exempted or relaxed from any of the requisites (sessionals, attendance, assignments, end-semester examinations, programme duration etc.) for the completion of the programme.
- 4.4. The mobility option should not be interpreted as inter-university migration.
- 4.5. The mobility across the disciplines is also subject to availability of desired elective course, faculty, infrastructure and no. of students (as fixed by the University/department from time to time) opting that elective course.
- 4.6. The mobility shall be permissible from the Regular Mode to the Regular Mode of learning only, and cannot be replaced by Open/Distance/Online in place of regular mode.

5. Credits:

A credit defines the quantum of contents/syllabus prescribed for a course and determines the number of hours of instruction required per week. Thus, in each course, credits are assigned on the basis of the number of lectures/tutorials/laboratory work/field work and other forms of learning required for completing the contents in 15 week schedule. 2 hours of laboratory work/field work is generally considered equivalent to 1 hour of lecture.

- (i) 1 credit = 1 hour of instruction per week (1 credit course = 15 contact hours of instruction per semester)
- (ii) 3 credits = 3 hours of instruction per week (3 credit course = 45 contact hours of instruction per Semester)
- (iii) 1 credit = 1 hour of tutorial per week (1 credit course = 15 contact hours of instruction per semester)

A core/elective course with practical component may carry upto 6 credits while a core/elective course without practical component may carry upto 5 credits; a self-study course shall normally carry not more than 3 credits. However, a dissertation/ project work/field work may carry up to 16 credits (along with other core/elective courses); and a semester-long dissertation/project work/field work may carry upto 24 credits.

6. Course Coding:

Each course offered by a school/department is identified by a unique course code indicating school, department, programme, semester, course no., core (C) /elective course (E), Serial No. of the course, No. of credits attached to lectures, tutorials, practical and total number of credits for the course respectively.

For example, the course code for fifth core course of the first programme in the second semester in department of Chemistry under the school of Chemical Sciences carrying 4 credits (3 lectures and one practical) may be- SCS CHEM 01 02 05 C 3014. However, the concerned Board of Studies/School Board may recommend a specific course codification pattern for the approval of the Academic Council.

7. Duration of Programme:

The minimum duration for completion of a one-year Post-Graduate Diploma programme shall be two consecutive semesters (one odd and one even semester), for a two-year A Master's degree programme in any subject there shall be four consecutive semesters (two odd and two even semesters) and for a three-year Master's programme, there will be six semesters, i.e. three odd and three even semesters. *The maximum period for completion shall be four semesters, Eight semesters and twelve semesters, respectively:*

Provided that a semester or a year may be declared by the Academic Council a zero semester or a zero year for a student if he/she could not continue with the academic work during that period due to illness and hospitalization, or due to accepting a scholarship/fellowship subject to the fulfillment of requirements laid down in this respect by the regulations. Such a zero semester/year shall not be counted for calculation of the duration of the programme in the case of such a student.

8. Student Advisor:

The Department in which the student gets admitted shall appoint an Advisor for him/her from amongst the members of the faculty concerned. All faculty members of the department shall function as Student Advisors and shall have more or less equal number of students. The Student Advisor shall advise the student in choosing courses and render all possible support and guidance to him/her.

9. Course Registration

- 9.1. The registration for courses shall be the sole responsibility of the student. No student shall be allowed to do a course without registration, and no student shall be entitled to any credits in the course, unless he/she has been registered for the course by the scheduled date fixed by the University.
- 9.2. Every student has to register in each semester (in consultation with his/her Student Advisor) for the courses he/she intends to undergo in that semester by applying in the prescribed proforma in triplicate, duly signed by him/her, the Student Advisor and the Head of the Department, within the deadline notified for the purpose by the University.
- 9.3. Late registration may be permitted by the Head/Incharge of the Department up to a maximum of six weeks after the commencement of the semester, on payment of late registration fee of Rs. 100/-.
- 9.4. A student shall register for a minimum of 20 credits and can register for a maximum of 30 credits in a semester (subject to 100 (± 4) credits throughout the duration of the two year PG programme), unless specified otherwise by the University for a programme of study/course.
- 9.5. Withdrawal from a course may be permitted up to two weeks from the date of registration, provided the courses registered after withdrawal shall enable the student to earn a minimum of 20 credits. Withdrawal from a course may not be allowed for those who had late registration.

- 9.6. A student may be allowed by the Head/Incharge of the Department to add a course or substitute a course for another course of the same type (elective or self-study/skill-based), for valid reasons with the consent of the Student Advisor not later than two weeks from the date of commencement of the semester.
- 9.7. If a student registers himself/herself for more elective courses than the prescribed in the programme, while calculating the Semester/Cumulative Grade Point Average, only the prescribed number of elective courses for the programme of study shall be included in the descending order of the grades obtained by him/her.
- 9.8. The elective courses opted and registered by the student either from parent or other department and attempted in the end semester examination shall have to be qualified. Such elective courses shall not be replaced. However, a student shall have the option of choosing an elective course from other departments irrespective of the semester in which the course is offered. For example; a student of odd/even Semester can opt an elective course of other department offered in any odd/even semester respectively.

10. Examination and Internal Assessment

The internal assessment work and the End-Semester examination shall have the weightage of 30% and 70%, respectively.

10.1. Internal Assessment

- 10.1.1 Internal Assessment shall be done on a continuous basis, taking into account the student's class performance, completion of assignments and performance at the two compulsory sessional tests to be conducted in a semester. For the sake of uniformity, particularly for interdepartmental transfer of credits, there shall be a uniform procedure of examination to be adopted by all faculty members.
- 10.1.2. Internal Assessment Test 1 shall be held around the sixth week of the semester for the syllabi covered till then.
- 10.1.3. Internal Assessment Test 2 shall be held around the twelfth week for the syllabi covered between seventh and twelfth week.
- 10.1.4. For conducting Internal Assessment, one or more assessment tools, such as written tests, assignments, oral quizzes, paper presentation, laboratory work, etc., suitable to the course may be employed.
- 10.1.5. The Internal Assessment for theory shall consist of the following components with marks indicated against each:-

(i) Attendance	5 marks
Below 75%	Nil
75% to <80%	1 mark
80 % to <85%	2 marks
85% to <90%	3 marks
90% to <95%	4 marks
95% to 100 %	5 marks
(ii) Assignments/Presentations and Class Participation	5 marks
(iii) Internal Assessment Test-1	10 marks

(iv) Internal Assessment Test-2

10 marks

(v) Deleted

This criteria shall be made known to the students at the commencement of each semester.

For practical examination, 70 percent of the marks will be awarded through an end semester practical exam and remaining 30 percent of the marks will consist of internal assessment to be awarded by concerned faculty member(s) of the concerned department. Maximum 05 marks to be awarded for attendance of students (Same as mentioned in case of internal assessment for theory examination).

Assessment of Seminar paper:

The seminar paper shall be assessed on the basis of the contents of the paper submitted and its presentation, equally. The assessment will be made by the concerned teacher/advisor/supervisor. A Seminar presentation paper will not exceed 4 credits per semester.

10.1.6. The Head/Incharge of the Department may allow a student to repeat one sessional test, if his/her application in this regard is considered as genuine on valid reasons.

10.1.7. A student is required to secure a minimum of 'P' grade in the Internal Assessment and in the End-Semester examinations in the aggregate. However, he/she shall have to pass the practical examination separately, with a minimum of 'P' grade.

10.2. End-Semester Examination:

10.2.1. The End-semester Examinations covering the entire syllabus prescribed for the course and carrying 70% of weightage, shall be conducted by the Examination Branch of the University, in consultation with the Head of the Department.

10.2.2. The Examiners or Board of Examiners shall be appointed for each course by the Board of Studies of the Department concerned.

10.2.3. The distribution of weightage for the valuation of semester-long project work/ dissertation shall be:

- | | | |
|-------------|-----------------------|-------|
| I. | Periodic presentation | : 30% |
| II. | Project Report | : 40% |
| III. | Viva voce- | : 30% |

Or

as decided by the Board of Studies of the Department concerned.

10.2.4. The hall ticket/admit card shall be issued to the student on the recommendation of the Head of the Department, subject to the following conditions:

- (i) Having fulfilled the requirement of attendance as prescribed, and,
- (ii) Submission of a "No dues" certificate in the prescribed form.

10.3. Letter Grades and Grade Points:

An absolute grading system shall be adopted to grade the students.

10.3.1. Under the absolute grading system, marks shall be converted to grades based on pre-determined class intervals.

10.3.2. In the End-semester theory or practical examinations, the examiner shall award the marks and these marks shall be further converted into Grades/Grade points by the examination branch in accordance with the provisions of the Ordinance.

10.3.3. Detail Marks Sheet issued at the end of the semester or the programme shall carry marks/percentage and equivalent grades both.

10.3.4. The University shall adopt the 10-point Grading System, with the Letter Grades as given under:

Letter Grade	Grade Point (SGPA/CGPA)	Range of Grade Point (SGPA/CGPA)	Class Interval (in %)
O (Outstanding)	10	Above 9 to 10	Above 90 and < 100
A+ (Excellent)	9	Above 8 to 9	Above 80 and < 90
A (Very Good)	8	Above 7 to 8	Above 70 and < 80
B+ (Good)	7	Above 6 to 7	Above 60 and < 70
B (Above Average)	6	Above 5 to 6	Above 50 and < 60
C (Average)	5	Above 4.5 to 5	Above 45 and < 50
P (Pass)	4	4 to 4.5	40 to 45
F (Fail)	0		< 40
Ab (Absent)	0		Absent

Note:

- (i) F= Fail, and the students graded with 'F' in a programme or course shall be required to re-appear in the examination. However, students appearing in their final Semester Examination, may be permitted to appear in the reappear papers of the preceding odd Semesters.
- (ii) The minimum qualifying marks for a course or programme shall be 40% (i.e., 'P' grade).
- (iii) The students shall have to qualify at the Internal Assessment and the End-Semester examinations in the aggregate, and in the practical examinations, separately.
- (iv) There shall be no rounding off of SGPA/CGPA.
- (v) The SGPA/CGPA obtained by a student shall be out of a maximum of 10 points.
- (vi) In order to be eligible for the award of the Master's degree of the University, a student must obtain CGPA of 4 at the end of the programme.
- (vii) Provided that the student who is otherwise eligible for the award of the degree/diploma but has secured a CGPA of less than 4 at the end of the permissible period of semesters may be allowed by the Department concerned

to repeat the same course(s) or other courses of the same type in lieu thereof in the extra semesters provided in Clause 7 on “Duration of Programme”.

- (viii) The Cumulative Grade Point Average (CGPA) obtained by a student shall be classified into the following division/Class:

CGPA	Class/ Division
Above 9	Outstanding
Above 8 to 9	First Class (With Distinction)
6 to 8	First Class
5.5 to < 6	High-Second Class
5 to < 5.5	Second Class
4 to < 5	Third Class

10.4. Setting of question papers and Evaluation

- 10.4.1. The question papers for the End-Semester theory examination shall be set and evaluation of answer books shall be done by the examiners (Internal and/or External ordinarily in the ratio of 60:40) out of the Panel of Examiners recommended by the Board of Studies of the Department concerned on the basis of their expertise/specialization.

In case of unavailability of external examiners, the Vice Chancellor may allow the evaluation to be performed by the internal examiners only so that the declaration of results is not delayed.

The question papers shall be moderated by a Board of Moderators to be appointed by the Controller of Examinations out of the panel drawn by Head/Incharge of the concerned department.

- 10.4.2. In the case of the practical examination of the courses, the assessment shall be jointly under taken by the internal and external examiners. For the assessment of practical component, half of the examiners in the team shall be invited from outside the University from amongst the panel of examiners (ordinarily not below the rank of Associate Professor) approved by the competent authority.
- 10.4.3. In case of the Project reports, Thesis and Dissertation, the assessment shall be jointly carried out by the internal and external examiners. External examiners shall be invited from amongst the panel of examiners (ordinarily not below the rank of Associate Professor) approved by the competent authority.
- 10.4.4. The result of the students shall be subject to moderation by a Board of Moderators appointed by the University for each programme/course.

10.4.5. Pattern of Question Papers in End-Semester Exams. for assessment and evaluation of students:

1. Question no. 1 shall consist of short answer type questions of specific word length from all the units with internal choice. The questions shall be set in such a manner that the students shall have to attempt at least one short-answer type question from each unit.

2. Students shall have to attempt one question from each unit and the question paper shall provide internal choice for each question to be attempted from each unit.

10.5. Re-appear Examination/Improvement of Grades

Re-appear Examination: The students failing to score minimum grade required to qualify a course/programme may be allowed to re-appear in those papers where they couldn't score 'P' grade in the extra semesters provided in Clause 7 on "Duration of Programme" with the following provisions:

10.5.1. A student securing "F" Grade in a course shall be permitted to repeat/ reappear in the End-Semester Examination of the Course for a maximum number of three times i.e. a student with arrears on account of "F" Grade, shall be permitted to repeat / reappear in the End Semester Examination for a maximum of three times (including the first appearance), along with the subsequent End Semester Examinations.

10.5.2. If a student secures "F" Grade in a Project Work / Project Report/ Dissertation / Field Work Report / Training Report etc, he/she shall be required to resubmit the revised Project Work / Project Report/ Dissertation / Field Work Report / Training Report etc. as required by the evaluator(s). Provided further that a student shall be permitted to re-submit the Project Work / Project Report / Dissertation / Field Work Report/ Training Report etc. for a maximum of three times (including the first submission).

10.5.3. Such students may avail the chance to re-appear only within the maximum duration of the programme.

10.5.4. Re-appear examination of even semesters shall be conducted with the end-semester examinations of even semesters and similarly examinations of odd semesters shall be conducted with the end-semester examinations of odd semesters. However a student in the final semester is allowed to re-appear in the courses of both odd and even semesters.

10.5.5. A 'Re-appear' examination shall be based on the syllabi of the course/programme in force at the time of initial registration to the course/programme.

10.5.6. A student who has got the migration certificate issued from the university shall not be allowed to re-appear at any examination.

10.6. Re-evaluation/Re-checking:

A student may apply for revaluation/rechecking of his/her answer scripts within thirty days of the declaration of the result.

10.6.1. For re-evaluation/re-checking of the answer scripts, a student shall have to apply on the prescribed form available on the University website or the Examination Branch of the University, along with the original Detail Marks Certificate or the copy of the result sheet and a Fee of Rs. 1000/- for each Course/Paper.

10.6.2. (a) If after the first revaluation, the difference of the original marks and re-evaluated marks is up to plus or minus 5% of the maximum marks of the paper, there shall be no change in the marks originally scored by the student.

(b) If after the first re-evaluation, the difference of the original marks and re-evaluated marks is more than 5% and less than 10%, the average of the two scores will be considered as final score and the result shall be revised accordingly.

- (c) If after the first re-evaluation, the difference comes to more than plus or minus 10% of the maximum marks of the paper, the answer script shall be re-evaluated by a third examiner.
- (d) After the second re-evaluation, the average of the *nearest* two awards/marks shall be taken as final and result shall be revised accordingly.

10.7. Minimum Credit requirements:

- 10.7.1. For a one-year Post Graduate programme, the credit requirements for the award of the Post Graduate Diploma shall be 52 credits (± 4 Credits), including a minimum of 9 credits from the elective courses (of which at least 4 credits shall be from elective course offered by another Department).
- 10.7.2. For a two-year Master's Degree programme, the credit requirements for the Master's degree shall be 100 credits (± 4 Credits), including a minimum of 18 credits from elective courses (of which at least 8 credits shall be from elective courses offered by other Departments).
- 10.7.3. For a three-year Master's programme, the credit requirements for the Master's degree shall be 150 credits (± 6 Credits), including a minimum of 27 credits from elective courses (of which 12 credits shall be from elective courses offered by other Departments).

11. Computation of SGPA and CGPA

The University shall follow the following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- 11.1.** The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and sum of the number of credits of all the courses undergone by a student, i.e.

$$\text{SGPA (Si)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

- 11.2.** The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where S_i is the SGPA of the i^{th} semester and C_i is the total no. of credits in that semester.

- 11.3.** The SGPA and CGPA shall be rounded off to 2 decimal points.

12. Illustration of the Computation of SGPA and CGPA

12.1. Illustration of Computation

Course	Credit	Grade Letter	Grade Point	Credit Point
Course I	3	A	8	$3 \times 8 = 24$
Course II	4	B+	7	$4 \times 7 = 28$
Course III	3	B	6	$3 \times 6 = 18$
Course IV	3	O	10	$3 \times 10 = 30$
	Total credits for the semester=13			Total Credit points earned= 100

Thus, $SGPA = 100/13 = 7.69$

12.2 Illustrations for computing CGPA:

Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI
Credit: 20	Credit: 22	Credit: 25	Credit: 26	Credit: 26	Credit: 25
SGPA: 6.9	SGPA: 7.8	SGPA: 5.6	SGPA: 6.0	SGPA: 6.3	SGPA= 8.0

Thus,

$$GPA = \frac{((20 \times 6.9) + (22 \times 7.8) + (25 \times 5.6) + (26 \times 6.0) + (26 \times 6.3) + (25 \times 8.0))}{(20 + 22 + 25 + 26 + 26 + 25)}$$

$$= (969.4/144) = 6.73$$

Note: Formula to calculate percentage from CGPA/SGPA= CGPA or SGPA x 10; and formula to calculate percentage to CGPA or SGPA = Percentage/10

e.g. In case of example mentioned in table 12.2, the percentage of CGPA = $6.73 \times 10 = 67.30$.

12.3. Transcript (Format): Based on the above, letter grades, grade points, SGPA, and the CGPA, the Transcripts/Detail Marks Certificates (DMCs) shall be issued to the candidates for each semester and a consolidated transcript indicating the performance in all the semesters. The percentage of marks shall be reflected in the DMC of the final semester on the basis of the CGPA.

13. Removal of Student Name from the Programme:

13.1. The name of a student falling under any one of the following categories shall automatically stand removed from the rolls of the University:

- (a) A student who has failed to fulfil the minimum grade point requirements prescribed for the programme during the maximum duration of the programme.
- (b) A student who has already exhausted the maximum duration allowed for completion of the Programme and has not fulfilled the requirements for the award of the degree / diploma.
- (c) A student who is found to be involved in misconduct, forgery, indiscipline or any other objectionable conduct, upon recommendation of the Discipline Committee/ Proctorial Board, and
- (d) A student who has failed to attend the classes as stipulated under Ordinance XV (II).

13.2. Promotion Rules

- (a) A student who has appeared in the first semester examination shall be promoted to the second semester, irrespective of his/her performance in the first semester examination.
- (b) A student shall be promoted to the 3rd semester only when he/she has cleared at least 50% of the prescribed courses of 1st & 2nd Semester, taken together at the end of the second semester. A student failing to clear at least 50% of the prescribed courses of 1st and 2nd Semester will be treated as 'Ex-student' and will be allowed to re-appear in the end semester examination of 1st or 2nd Semester, or both as applicable. However such students will not be allowed to repeat internal assessment. After passing the said semesters the student will be promoted to 3rd Semester and shall be treated as a regular student.
- (c) A student shall be declared to have passed the programme of study and award of the degree if he/she has secured the required credits with at least 'P' grade.

14. Miscellaneous

14.1. For any programme approved by the Academic Council, if a regulation is issued by the Academic Council, which is at variance with the provisions of this Ordinance, then the Ordinance shall prevail.

14.2. *Notwithstanding anything stated in this Ordinance, for any unforeseen issue arising, and not covered by this Ordinance, or in the event of difference in interpretation, the Vice Chancellor may take an appropriate decision.*

Ordinance No II
DEGREE OF MASTER OF PHILOSOPHY (M. Phil.)
(Amended in accordance with the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations 2016)

(Effective from the Academic Session 2016-17)

1. Admission to M.Phil. Programme:

- (a) The student intake in each Department shall not exceed 10 subject to availability of eligible faculty in the Department. Admission to the M.Phil. programme shall be made once a year in the odd semester.
- (b) All the available seats shall be notified 'category-wise' by the University, in advance.
- (c) Reservation of seats shall be notified in accordance with the latest guidelines of the UGC/University, as amended from time to time.

2. Eligibility:

2.1 A candidate shall be eligible for admission to the M.Phil. programme, if he/she holds: A Master's degree or a professional degree, declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in the aggregate or its equivalent grade 'B' in the UGC 7-point-scale (or an equivalent grade in a point-scale wherever grading system is followed) or an equivalent degree from a foreign educational institution accredited by an Assessment and Accreditation Agency which is approved, recognised or authorised by an authority, established or incorporated under a law in its home country, or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to the SC/ST/OBC (non-creamy layer)/Differently-abled and other categories of candidates, as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

2.3 The cases of students who have passed examination outside the Indian Universities system and who may not have obtained a Master's degree in relevant subject may be considered for admission to the programme, subject to the condition that each case shall be examined on its own merit by the Admissions Committee and in accordance with the recommendations of the Equivalence Committee.

3. Procedure for Admission:

3.1 The University shall conduct an Entrance Test, with the qualifying marks as 50% (a relaxation of 5% of marks may be allowed for those belonging to the SC/ST/OBC (non-creamy layer)/ Differently-abled and other categories of candidates as per the decision of the Commission from time to time). The syllabus of the Entrance Test may consist of 50% of research methodology and 50% may be subject-specific. The Entrance Test shall be conducted at the centre(s) notified in advance by the University.

The candidates who have cleared the UGC/CSIR-NET/JRF/SLET/SET/GATE and Teacher-Fellowship-holders shall be exempted from Entrance Test.

3.2 Admission shall be based on the performance of the qualified candidates in an interview/viva-voce to be organised by the Department where the candidates shall be required to discuss their research interest/area through a presentation before a duly constituted Departmental Research Committee (DRC).

4. Departmental Research Committee (DRC):

All matters related to the M. Phil. Programme shall be dealt with by the concerned DRC in each Department. Academic matters related to the research programme shall be supervised by a Departmental Research Committee, consisting of the following:

- (i) Head of the Department (Chairman); (ex-officio)
- (ii) All the Professors of the department; (ex-officio)
- (iii) Associate Professors in the Department subject to a maximum of two, by rotation according to seniority;
- (iv) Two Assistant Professors in the Department qualified to be Research Supervisor(s), by rotation according to seniority; and
- (v) One external expert to be called by the Head of Department out of the panel drawn by the BoS

Where the Department has a strength of less than ten teachers, all faculty members eligible to be research (Ph.D.) supervisors shall be members of the Departmental Research Committee. The term of the members of the Departmental Research Committee, except the ex-officio members, shall be for a period of two years.

At least, 50% of the members shall be required to be present in the meeting to form the quorum with the presence of the Chairman or his/her representative as mandatory.

Provided that where no teacher is eligible to be the Head, the Teacher-in-charge, if eligible to be Research Supervisor, shall convene the meetings of the DRC as its convener, failing which the members of the DRC shall elect one of the members present at the meeting as Chairperson of the committee for the said meeting.

5. Registration:

Registration for courses shall be the sole responsibility of a student. No student shall be allowed to do a course without registration and no student shall be entitled to any credit in the course unless he/she has been formally registered for the course/paper by the due date announced by the University.

6. Course Work:

There shall be a compulsory Course Work of minimum one-semester duration. The School Board/Board of Studies/Departmental Research Committee shall prescribe the Course(s)/Papers and specify the methodology and instructional devices to be used. Every such course shall carry such credits as may be approved by the Academic Council on the recommendation of the Departmental Research Committee/Board of Studies/ School Board.

Provided, however, that a student may, with the permission of Department/Centre concerned, be allowed to add or substitute course(s) from his/her own department or from other departments following the spirit of Choice-Based Credit System (CBCS) within the period of three weeks from the commencement of the semester. A course opted from other departments or from outside the prescribed syllabi of M.Phil. Course Work shall not be counted towards calculation of the minimum credit requirements to qualify the Course Work.

Provided further that a student may, with the permission of Department/Centre concerned, be allowed to drop course(s) latest by the dates prescribed by the University for Odd and Even Semesters.

No student shall be allowed to add, substitute and/or drop a course after these deadlines. Provided further that if a student has taken more” courses than the prescribed number and has secured the grade higher than ‘F’ in each course, then the best grades of the required number of courses shall be taken into account for calculation of CGPA for the purpose of deciding his/her case for completion to the M.Phil. programme.

Definitions

6.1 “Course” means a Semester Course.

6.2 “Credit”(C) is the weightage assigned to a course in terms of contact hours.

6.3 “Grade” means a letter grade assigned to a student on the basis of evaluation of a course on a ten point scale.

6.4 “Grade point” (G) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

6.5 “Semester Grade Point Average (SGPA)” means the grade point average of a student calculated in the following manner:

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course, G_i is the grade point scored by the student in the i^{th} course and the summation is over all the courses being considered in that semester.

6.6 “Cumulative Grade Point Average” (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$CGPA = \frac{\sum(C_{si} \times S_i)}{\sum C_{si}}$$

where S_i is the SGPA of the i^{th} semester, C_{si} is the total no. of credits in that semester and the summation is over-all the semesters being considered.

7. Duration of the M.Phil. Programme:

The entire M.Phil., programme, including M.Phil. dissertation, shall be completed ordinarily in 2 (two) consecutive semesters/one year. The M.Phil. course work shall ordinarily be completed in the first semester.

No registration shall be permissible beyond the maximum period of four semesters from the date of admission to the programme.

The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year. In addition, the woman candidate may be provided Maternity Leave/Child-Care Leave once in the entire duration of M.Phil. for up to 240 days.

In exceptional circumstances, to be recorded in writing and with proper documentation, the Head of the department may grant an extension for submission of dissertation by period of upto one month.

Beyond the above-mentioned requests for extension in exceptional cases and for reasons to be recorded in writing, the Academic Council/Vice-Chancellor may allow a student to submit his/her dissertation during the third consecutive semester from the date of admission on the recommendations of DRC/BOS.

However, the maximum duration of the M.Phil. programme may not exceed four semesters/two-years from the date of admission.

8. Credit Requirements:

No student admitted to the programme shall be eligible for the award of M.Phil. degree unless he/she secures 24 credits in all out of which at least 12 credits shall be for Course Work (including Research Techniques/Methodology) and 12 credits for the dissertation.

An M.Phil. scholar has to obtain a minimum CGPA of 5.5 in the 10-point scale, or its equivalent percentage of marks, in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

There shall be 60% weightage for the Course Work End-semester examinations and 40% weightage shall be given as internal assessment on the basis of assignments/presentations/projects and other research-based activities during the semester.

The candidate failing to obtain a minimum SGPA/CGPA of 5.5 in Course Work in the first Semester may be allowed to continue with provisional registration for a maximum period of one more semester during which he/she would be required to score the minimum required CGPA. He/She shall be allowed to reappear in the next end-semester examination. No further chance shall be given to him/her.

Besides, a student, in order to be eligible for the award of the M.Phil. Degree of the University, must have a minimum Cumulative Grade Point Average (CGPA) of 5.5 (inclusive of dissertation and course work).

9. Attendance Requirement:

A student must have at least 75% attendance in order to be eligible to appear in the end-semester examination of the Course Work.

The Head of the Department may consider, on the basis of the Medical Certificates produced, exceptionally hard cases of students who had fallen seriously ill or had met with an accident during the year, disabling them from attending the classes for a certain period, with a view to determining whether the lectures etc., delivered during the said period, or a part thereof, could be excluded for purposes of calculation of attendance of the year and decide each case on its own merits.

The benefit of exclusion of lectures shall, in no case, exceed 1/3rd of the total number of lectures/presentation/tutorials delivered.

10. Appointment of Supervisor:

10.1 The School Board/BoS, on the recommendation of the DRC, shall appoint any regular Professor of the University, having at least five research publications in refereed journals and

any regular Associate/Assistant Professor of the university with a Ph.D. degree and at least two research publications in refereed journals as Research Supervisor; provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor, with reasons recorded in writing.

10.2 Only a full-time regular teacher of the University can act as a supervisor. The external supervisors shall not be allowed. However, a Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.

10.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the School Board/BoS on the recommendation of the DRC concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors, and research interests of the scholars as indicated by them at the time of interview/viva voce or classroom presentation.

10.4 In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ School on such terms and conditions as may be specified and agreed upon by the consenting Institutions.

10.5 A Research Supervisor/Co-supervisor who is a Professor, can not, at any given point of time, guide more than three (3) M.Phil. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. scholars and an Assistant Professor as Research Supervisor can guide only one (1) M.Phil. scholar.

10.6 In the case of relocation of a female M.Phil. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar shall, however give due credit to the parent guide and the institution for the part of research already done.

10.7 In case a Supervisor under whose supervision a dissertation has been prepared in part or in full ceases to be a teacher of the University, he/she may, subject to his/her availability and recommendations of the Department/ Centre concerned, be allowed to continue by the DRC as Co-Supervisor of the student.

11. Research Advisory Committee:

There shall be a Research Advisory Committee or an equivalent body for similar purpose for each M.Phil. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

- i. To review the research proposal and finalize the topic of research;
- ii. To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- iii. To periodically review and assist in the progress of the research work of the research scholar.
- iv. A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further

guidance. The six-monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.

v. In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend with specific reasons for cancellation of the registration of the research scholar.

The RAC shall consist of the following members:

1. Research Supervisor: Convener
2. Head/TIC or his nominee
3. One member to be nominated by the Head of the Department concerned out of the panel of three names to be proposed by the Supervisor

12. Topic of Dissertation:

The topic of dissertation shall be approved by the School Board/BOS on the recommendations of the DRC on a proposal submitted by the student through Research Advisory Committee (RAC).

13. Submission of Dissertation and Evaluation:

13.1 An M.Phil. scholars shall present at least one (1) research paper in a Conference/Seminar before the submission of the dissertation for adjudication, and produce evidence for the same in the form of presentation certificate(s).

13.2 The M.Phil. Dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the University. The viva voce examination, based, among other things, on the critiques given in the evaluation report, shall be conducted by the department in the presence of both of them together, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/ researchers/students.

13.3 The research scholar shall adhere to the style sheet/manual (APA, MLA, etc.) as prescribed by the concerned department from time to time.

13.4 The title page of M.Phil. dissertation would be in the Colour prescribed by the concerned Department/School.

13.5 The student shall submit a copy of the dissertation in the form of a CD/pen drive/official email to the Librarian/Concerned Officer for plagiarism check and he/she shall be eligible for submission of dissertation on production of satisfactory report on plagiarism.

13.6 The dissertation shall be typed on both sides of the A-4 size paper in font-size 12 in Times New Roman font with double-spacing. It shall be soft-bound.

13.7 If the report of any of the Examiners is negative/unsatisfactory, the DRC may, after due consideration of the report, recommend the appointment of another examiner (not in service of the University).

13.8 If the recommendation of the second external examiner is also in the negative, the student concerned shall not be awarded the degree of M.Phil. on the basis of the said dissertation. However, the DRC may allow the student to do further research on the same topic subject to re-submission within the maximum duration of M.Phil. programme, i.e., two years/four semesters from the date of admission.

13.9 The University shall adopt the 10-point Grading System, with the Letter Grades as given under:

Letter Grade	Grade Point (SGPA/CGPA)	Range of Grade Point (SGPA/CGPA)	Class Interval (in %)
O (Outstanding)	10	Above 9 to 10	Above 90 and ≤ 100
A+ (Excellent)	9	Above 8 to 9	Above 80 and ≤ 90
A (very Good)	8	Above 7 to 8	Above 70 and ≤ 80
B+ (Good)	7	Above 6 to 7	Above 60 and ≤ 70
B (Above Average)	6	5.5 to 6	55 to 60
F (Fail)	0		<55
Ab (Absent)	0		Absent

Note:

- (ix) F= Fail, and the students graded with 'F' in a programme or course shall be required to re-appear in the examination.
- (x) The minimum qualifying marks for a course or programme shall be 55% or SGPA/CGPA of 5.5.
- (xi) The students shall have to qualify Internal Assessment and the End-Semester examinations in the aggregate.
- (xii) There shall be no rounding off of SGPA/CGPA.
- (xiii) The SGPA/CGPA obtained by a student shall be out of a maximum of 10 points.
- (xiv) In order to be eligible for the award of the M.Phil degree of the University, a student must obtain CGPA of 5.5 or 55% marks in aggregate at the end of the programme.
- (xv) Provided that the student who is otherwise eligible for the award of the degree but has secured a SGPA/CGPA of less than 5.5 or 55% marks at the end of the permissible period of semesters may be allowed by the Department concerned to repeat the same course(s) or other courses of the same type in lieu thereof in the extra semesters provided in Clause 7 on "Duration of Programme".

14. The examiner while recommending the approval of the dissertation for the award of M.Phil. Degree shall also award the grade for the dissertation according to the grading system mentioned above. The final grade for the dissertation shall be determined by taking the average of the grade awarded by the two examiners. The examiners may also recommend a dissertation for publication in its actual form or with revisions.

15. No candidate shall be eligible to register for the M.Phil. programme if he/she is already registered for any full-time programme of study in this University or in any other University/Institution/Deemed to be University/College/Institution of National importance.

16. Removal of an M.Phil. Student from the Rolls of the University:

The DRC may strike off the name of a scholar from the rolls of the University on the recommendations of Research Advisory Committee, if he/she:

- a) Fails to complete the requirements of M.Phil. programme within the prescribed duration, in any course, shall automatically stand removed from the rolls of the University;

- b) Fails to attend the minimum prescribed percentage of classes conducted during the Course Work; or
- c) Fails to secure minimum SGPA/CGPA of 5.5 or 55% marks in the aggregate, and in both the semesters, separately.

Note: Notwithstanding anything contained in the above said regulations, Vice Chancellor reserves the right to relax/modify any of the above said regulations, as needed.

Ordinance No. IIA

DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

(Amended in accordance with the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016)

(Effective from the Academic Session 2016-17)

1. Admission to Ph.D. Programme:

- 1.1 The student intake in each Department, shall be as per the availability of seats. Admission to the Ph.D. programme shall be made twice a year, preferably in the beginning of each semester.
- 1.2 All the available seats shall be notified 'category-wise' by the University, in advance.
- 1.3 Reservation of seats shall be notified in accordance with the latest guidelines, amended from time to time.

2. Eligibility:

A candidate shall be eligible for admission to the Ph.D. programme, if he/she possesses:

- 2.1 A Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC's 7-point scale (or an equivalent grade in a point scale wherever the grading system is followed), or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorised by an authority, established or incorporated under a law in its home country, or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- 2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for the candidates belonging to SC/ST/OBC (non-creamy layer)/Differently-abled and other categories of candidates as per the decision of the University Grants Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible only on the basis of the qualifying marks without including the grace mark procedures.
- 2.3 The cases of candidates who have passed an examination outside the Indian Universities system and those who may not have obtained a Master's degree may be considered for admission to the programme subject to the condition that each case shall be examined on its own merit by the Admissions Committee and in accordance with the recommendations of the Equivalence Committee.
- 2.4 The candidates who have qualified the UGC/CSIR-JRF/NET/SLET, or are Teacher Fellowship-holders or have passed M. Phil. programme with course work recognised by the U.G.C., as per the UGC Regulations (Minimum Standards and Procedure for

award of M.Phil./Ph.D. Degree, 2009), shall be exempted from appearing at the written test.

3. Procedure for Admission:

3.1 Direct Admission:

3.1.1 The University shall conduct an Entrance Test with qualifying marks as 50% (a relaxation of 5% of marks to be allowed for those belonging to the SC/ST/OBC (non-creamy layer)/ Differently-abled and other categories of candidates as per the decision of the Commission from time to time). The syllabus for the Entrance Test shall consist of: (a). research methodology (50%) and (b). subject-specific (50%). The Entrance Test shall be conducted at the Centre(s) notified in advance by the University.

3.1.2 The admission shall be based on the performance of the qualified candidates in the interview/viva-voce to be organised by the Department concerned where the candidates shall be required to discuss their research interest/area through a presentation before a duly constituted Departmental Research Committee.

3.1.3 The candidates who have qualified UGC/CSIR-JRF/NET/SLET/GATE, or are Teacher Fellowship holders, or have passed the M. Phil. programme with course work recognised by the U.G.C., as per the UGC Regulations (Minimum Standards and Procedure for award of M.Phil./Ph.D. Degree, 2009), shall be exempted from the written test.

3.2 Integrated M.Phil.-Ph.D. Programme:

3.2.1 Admission to M.Phil./Ph.D. Integrated Programme shall be notified separately.

3.2.2 The Entry-level qualification for the M.Phil./Ph.D. Integrated Programme shall be the same as applicable as in the case of Direct admissions for the M.Phil. Programme of the University.

3.2.3 The students of the University who have successfully completed the M.Phil. Degree with CGPA of at least 5.5 shall be eligible to proceed to do research work leading to the Ph. D. Degree in an integrated programme. A relaxation of 0.5 grade points/ or equivalent, from 5.5 to 5.0, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-abled and other categories of candidates as per the decision of the UGC from time to time.

3.2.4 A student of this University whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Integrated Ph.D. programme of the University provisionally subject to the fulfilment of the requirement for admission within one month of the date of provisional admission.

4. Departmental Research Committee (DRC):

In each Department of the University, academic matters related to the Ph.D. programme shall be supervised by a Departmental Research Committee consisting of the following:

(vi) Head of the Department: Chairman (ex-officio)

(vii) All the Professors of the Department: (ex-officio)

(viii) Associate Professors in the Department, subject to a maximum of two, by rotation according to seniority;

(ix) Two Assistant Professors in the Department, qualified to be Research (Ph.D.) Supervisor(s), by rotation according to seniority; and

- (x) One external expert to be called by the Head of Department out of the panel drawn by the BoS.

Where a Department has a strength of less than ten teachers, all faculty members eligible to be Research (Ph.D.) Supervisors shall be members of the Departmental Research Committee. The term of the members of the Departmental Research Committee, except the ex-officio members, shall be for two years.

At least, 50% of the members shall be required to be present in the meeting to form the quorum, with the presence of the Chairman or his/her representative as mandatory.

Where no teacher in the Department is eligible to be the Head, the Teacher-in-charge, if eligible to be Research (Ph.D.) Supervisor, shall convene the meetings of the DRC, failing which the members of the DRC may elect one of the members present at the meeting as the Chairperson of the Committee for the said meeting.

5. Duration of Ph.D. Programme:

5.1 The Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

5.2 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for the Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child-Care Leave once in the entire duration of the Ph.D. programme for up to 240 days.

5.3 In case of exceptional circumstances like, but not limited to, illness/hospitalisation, etc. the Vice-Chancellor may grant extension initially for a period of six months, but not exceeding a total of one year, in addition to the maximum duration of the programme.

6. Research Supervisor:

- 6.1 The School Board/BOS, on the recommendation of the DRC, may appoint any regular Professor of the University with at least five research publications in refereed journals, and any regular Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in refereed journals, as a Research Supervisor.

6.2 Only a full-time regular teacher of the University can act as a Supervisor. No external supervisor is allowed. However, a Co-Supervisor can be allowed in inter-disciplinary areas from the same/other department(s) of the same institute or from any other related institution, with the approval of the Research Advisory Committee.

6.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the School Board/BOS on the recommendation of the DRC concerned, depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.

6.4 In the case of the topics which are of inter-disciplinary nature, where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the D.R.C. may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ School/Institution, on such terms and conditions as may be specified and agreed upon by the consenting Institutions.

6.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than eight (8) Ph.D. scholars. An Associate Professor as

Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars; and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.

6.6 In case of relocation of a female Ph.D. scholar due to her marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar shall, however, give due credit to the parent guide and the institution for the part of research already done.

6.7 However, in such cases where a teacher is retiring or leaving and where redistribution/reallocation of the Ph.D. students is required for the abovementioned or any other reason, the Ph. D. students shall be adjusted among the eligible existing teachers of the department by relaxing the norms by the Departmental Research Committee (DRC)/Board of Studies (BOS).

However, in such cases where the teacher is retiring (two years or less of service is remaining) appointment of a Co-Supervisor on the recommendations of the DRC at the time of registration may be done by the BOS/School Board concerned.

6.8 Provided further that in case a Supervisor, under whose guidance a thesis has been prepared in part or in full, ceases to be a teacher of the University, he/she may, subject to his/her availability and recommendation of the Departmental Research Committee, be allowed to continue guiding the scholar by the School Board and/or Board of Studies as Co-Supervisor of the student concerned.

7. Course Work:

7.1 There shall be a compulsory Course Work of minimum one-semester duration as a pre-requisite for the confirmation of registration of students admitted provisionally. The course work shall consist of one Course on research methodology and the remaining Course(s) shall be as prescribed by the School Board/Board of Studies/Departmental Research Committee. Every such pre-requisite course shall carry 12 credits.

7.2 No student shall be allowed to register for the Course Work after the expiry of the notified deadline.

7.3 Those who have already completed the course work in M.Phil programme with the required CGPA score, and have been permitted to proceed to the Ph.D. programme in integrated course, may be exempted by the D.R.C. from the Ph.D. course work. In case of a direct Ph.D, the candidates who have passed M.Phil Degree with Course Work as per the UGC Regulations (Minimum Standards and Procedure for award of M.Phil./Ph.D. Degree, 2009), shall be exempted from the requirements of Course Work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

7.4 If a student has taken more number of courses than the prescribed number and has secured the grade higher than 'F' in each course, then the best grades of the required number of courses shall be taken into account for the calculation of CGPA for the purpose of deciding his/her case for confirmation to the Ph.D. programme.

7.5 Definitions:

- a. "Course" means a Semester Course.
- b. "Credit" (C) is the weightage assigned to a course in terms of contact hours.
- c. "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on a ten point scale.
- d. "Grade point" (G) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.
- e. "Semester Grade-Point Average" (SGPA) means the grade-point average of a student calculated in the following manner:

$$SGPA (S_i) = \frac{\sum (C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course, G_i is the grade-point scored by the student in the i^{th} course and the summation is over all the courses being considered in that semester.

- f. "Cumulative Grade-Point Average" (CGPA) means a cumulative index grade-point average of a student calculated in the following manner:

$$CGPA = \frac{\sum (C_{si} \times S_i)}{\sum C_{si}}$$

where S_i is the SGPA of the i^{th} semester, C_{si} is the total no. of credits in that semester and the summation is over all the semesters being considered.

- g. The University shall adopt the 10-point Grading System, with the Letter Grades as given under:

Letter Grade	Grade Point (SGPA/CGPA)	Range of Grade Point (SGPA/CGPA)	Class Interval (in %)
O (Outstanding)	10	Above 9 to 10	Above 90 and ≤ 100
A+ (Excellent)	9	Above 8 to 9	Above 80 and ≤ 90
A (very Good)	8	Above 7 to 8	Above 70 and ≤ 80
B+ (Good)	7	Above 6 to 7	Above 60 and ≤ 70
B (Above Average)	6	5.5 to 6	55 to 60
F (Fail)	0		<55
Ab (Absent)	0		Absent

Note:

- i. F= Fail, and the students graded with 'F' in a programme or course shall be required to re-appear in the examination.
- ii. The minimum qualifying marks for a course or programme shall be 55% or SGPA/CGPA of 5.5.
- iii. The students shall have to qualify the Internal Assessment and the End-Semester examinations in the aggregate.
- iv. There shall be no rounding off of SGPA/CGPA.
- v. The SGPA/CGPA obtained by a student shall be out of the maximum of 10 points.

- vi. In order to be eligible for the award of the M.Phil degree of the University, a student must obtain the CGPA of 5.5 or 55% marks in aggregate at the end of the programme.
- 7.6 The student who is otherwise eligible for the award of the degree but has secured a SGPA/CGPA of less than 5.5 or 55% marks at the end of the permissible period of semesters may be allowed by the Department concerned to repeat the same course(s) or other courses of the same type in lieu thereof in the extra semesters provided in Clause 5 on "Duration of Programme".
- 7.7 A student for whom pre-requisite courses are prescribed shall be required to clear the Course Work within the first semester. The registration of such students shall be confirmed only if he/she has qualified minimum 12 credits with a minimum CGPA of the Course Work may be designed by the Department as under:
 - i. **One paper on** Research Methodology, which may include the basic components of research techniques, tools, understanding of specific manual/style-sheet, format of article/dissertation/thesis, different types of citations, plagiarism, IPR, quantitative methods, computer applications, etc.
 - ii. One subject-specific paper.
 - iii. **The Course Work** may include instrumentation, communication skills, seminar presentation, review of published research, and other topics as specified in the prescribed manual or style sheet (MLA/APA/Chicago etc.), field work and other activities specified in the Course Work. Evaluation shall be done by the faculty members of the University Department/School concerned.
- 7.8 There shall be 60% weightage for the Course Work End-semester examinations and 40% weightage shall be given as internal assessment on the basis of assignments/presentations/projects and other research-based activities during the semester.
- 7.9 The candidates failing to obtain a minimum CGPA of 5.5 may be allowed to continue with provisional registration for a maximum period of one more semester during which the candidate would be required to fulfil the minimum required CGPA. He/She shall be allowed to reappear in the next end-semester examination. No further chance will be given to the candidate.
- 7.10 The candidates are required to complete a minimum residency period of two years from the date of registration.

8. Registration and Approval of Topic:

- a. Consequent upon confirmation of his/her admission in the Board of Studies and/or School Board shall, the topic of dissertation shall be approved by the School Board/BOS on the recommendations of the Department/Centre concerned and the DRC on a proposal submitted by the student.
- b. After approval of the topic of research, the candidate shall deposit the prescribed registration fees and his/her date of registration shall be determined on the basis of the date on which he/she deposited the registration fees.

- c. No candidate shall be eligible to register for the programme/course if he/she is already registered for any full-time programme of study of this University or in any other University/Institution/Deemed to be University/College/Institution of National importance.
- d. The Board of Studies and/or School Board may cancel the registration of a student for breach of the provisions of clauses given above.

9. Requirements during Registration Period:

- a. Every research scholar shall be required to show continuous progress during the period of his/her registration and it shall be monitored by the supervisor of the candidate.
- b. Every research scholar shall be required to submit half-yearly report.
- c. The supervisor of the research scholar shall give his/her assessment about the progress of the scholar as whether satisfactory or not. The Report shall be placed before the Departmental Research Committee for its evaluation in its forthcoming meeting.
- d. In case two consecutive half-yearly reports are found unsatisfactory, Head of the Department, on the recommendations of the Departmental Research Committee (DRC) may recommend to the Board of Studies for cancellation of the registration.
- e. The research scholar shall present a seminar on his/her research at the completion of each year after his/her registration to Ph.D. programme till submission of Ph.D. thesis. This seminar will be organized by the concerned Department.
- f. Every research student shall pursue full time research as a regular student for a minimum period of two years from the date of registration.
- g. Candidates already in employment shall also have to pursue full-time research as a regular student for the minimum period of two years after registration of Research Topic.
- h. **Supernumerary seats:** To enhance the Industry-University linkage and to increase the collaboration with the Central Institutions/ Laboratories by having MOU with them, collaboration in R&D is required. For this, sometimes the Institutes/Industries want that their eligible employees/scientists are allowed to do Ph.D. In such cases, some supernumerary seats, not more than two, in each department may be created, subject to the availability of seats with the existing faculty of the Department. If there are more than two such sponsored candidates, then best two out of these would be chosen on the basis of merit of entrance test

and/or interview. For such cases, however, the Director/CEO of the institute/industry is required to sponsor such candidates with requisite qualifications only. Residency period will be counted even if he/she is residing/working in his/her own institute where facilities for such research exist and the said residency period is certified by the Head of the Institution. The said Institutions/Industries may sponsor their research scholars who are working in their institute with scholarships. However, such students will be required to attend the regular one semester course work prescribed by the DRC/BOS along with the other candidates and all the rules governing the Ph.D. scholars of the University will be applicable to them.

10. Removal of the Name from the Rolls of the University:

- a. The name of a student shall be deemed to have been removed from the rolls of the University if he/she
 - i. fails to qualify any pre-requisite course within the stipulated duration
 - ii. fails to secure a CGPA of 5.5 in the course work
 - iii. fails to submit the two half-yearly reports consecutively
 - iv. fails to deposit the registration/annual/continuation fee within the stipulated time
 - v. fails to submit his/her thesis within six years from the date of admission to the Ph.D. programme. Provided further that the Vice Chancellor may, on the recommendation of the DRC/BOS grant extension to the scholar to submit the thesis for a maximum period of one year.
- b. The Board of Studies/School Board, on the recommendation of the Departmental Research Committee, may, however, accept the request of a candidate whose name has been removed from the rolls of the University to get re-admitted and become eligible for submission of his/her thesis, provided he/she submits his/her thesis within one year from the date of such re-admission or within maximum seven years of the date of his/her admission, whichever is earlier.

11. Research Advisory Committee:

There shall be a Research Advisory Committee or an equivalent body for similar purpose for each Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

- i. To review the research proposal and finalize the topic of research;

- ii. To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- iii. To periodically review and assist in the progress of the research work of the research scholar.
- iv. A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.
- v. In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend with specific reasons for cancellation of the registration of the research scholar.

RAC shall consist of following members:

- i. Research Supervisor: Convener
- ii. One member to be nominated by Head/TIC (Out of the panel of three names to be proposed by the Convener)
- iii. One member to be nominated by Dean of Concerned School/Dean Research (Out of the panel of three names to be proposed by the Convener)

12. Guidelines for the Submission of Thesis:

- 12.1 No candidate shall be permitted to submit his/her thesis for the Ph.D. degree, unless he/she has pursued research at the University for not less than three years after his/her admission to the Ph.D. programme.
- 12.2 The Ph.D. scholars must publish at least one research paper in a refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for evaluation, and produce the evidence of the same in the form of a presentation certificate and/or reprint.
- 12.3 Pre-Thesis Submission Seminar:
 - i. Prior to the submission of thesis, the student shall present a pre-thesis submission seminar in the Department that shall be open to all faculty members and research students, for getting feedback and comments, which shall be suitably incorporated into the draft thesis under the advice of the supervisor. The notice of Pre-thesis Submission Seminar shall be issued by the Head of the Department under intimation to the Vice-Chancellor.
 - ii. On successful presentation of the Pre-Thesis Submission Seminar, the research scholar is required to submit the thesis within three months from the date of pre-submission seminar, failing which he/she shall have to repeat the pre-submission seminar.

- iii. The Ph.D scholar shall submit a copy of the thesis in the form of a CD/Pen drive/official email to the Library for plagiarism check and he/she shall be eligible for submission on production of satisfactory report of the plagiarism check.
- iv. A candidate shall submit his/her thesis for the Ph.D. degree in the manner prescribed as under:
 - a. The research scholar shall submit four printed/typed soft bound copies of his/her thesis along with the copies of the abstract and the summary, mentioning the name of the candidate, supervisor, etc., along with two soft copies of the thesis on separate CDs and/or Pen drives.
 - b. The typing/printing of thesis should be done on both sides of the paper (instead of the single-side printing), on A-4 size paper, in font size 12” in Times New Roman font with line-spacing 2. For other details, the research scholar shall adhere to the style sheet/manual (APA, MLA, etc.) as prescribed by the department concerned, from time to time.
 - c. The title page of Ph.D. thesis would be in the Colour prescribed by the Department/School concerned.
 - d. Thesis shall be accompanied by a declaration from the candidate countersigned by the Supervisor and Head of the Department in the following format:

Declaration: This is to certify that the material embodied in the present work, entitled “-----”, is based on my original research work. It has not been submitted, in part or full, for any other diploma or degree of any University/Institution Deemed to be University and College/Institution of National Importance. References from other works have been duly cited at the relevant places. (Signature of the Candidate with date) (Countersigned by Supervisor and Head of the Department with date)

12.Panel of Examiners:

- a. On the recommendation of the Supervisor, the DRC shall forward a panel of eight external examiners (at least four of the examiners in the panel shall be from outside the State/Country) from the concerned area of Research, to the Controller of Examinations on the prescribed proforma for drawing a panel of examiners. Further, the Vice-Chancellor shall have the discretion to add and/or delete any name/s recommended by the DRC.
- b. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the

Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers/students.

13.Evaluation of Thesis:

- a. The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the University, of whom one examiner may be from outside the State/Country.
- b. The Vice-Chancellor, shall appoint two external examiners out of the panel recommended by the DRC with at least one examiner from outside the State /Country for the evaluation of the thesis.
- c. Each Examiner, after examining the thesis, shall submit a report to the Controller of Examination (COE) containing a clear recommendation whether, in his/her opinion:
 - i. The thesis as such is acceptable and the viva-voce examination of the candidate may be held; or
 - ii. The thesis should be referred back to the candidate for revision and re-submission; or
 - iii. The thesis be rejected.
- d. The examiner shall not recommend that the viva-voce be held unless he/she is satisfied, i. that the thesis constitutes a contribution to knowledge characterized either by reinterpretation of known facts or development of new knowledge and/or techniques and, ii. that the methodology pursued by the candidate is sound, and, iii. that its literary presentation is satisfactory.
- e. If the COE is satisfied that the external examiners have unanimously recommended that the viva-voce examination of the candidate be held, he/she shall accordingly refer it to the Head of the Department to prepare a summary report in consultation with the supervisor(s) concerned for conduct of viva-voce.
- f. In case the COE finds that the external examiners of the thesis have not recommended unanimously that the viva-voce examination of the candidate be held, then the COE shall place the report of the examiners before the Vice Chancellor for directions.
- g. The Head of the Department/ Chairperson, DRC may, at his/her discretion, and shall, if the recommendation of one external examiner is positive and that of the second is negative, recommend to the Vice Chancellor for the appointment of a third external examiner, one not in the service of the University and/or on the Board of Studies of the Department/Centre and/or the School Board to examine

the thesis and act according to the recommendation of the third external examiner.

A recommendation is not to be considered negative if a revision is recommended and this revised thesis is accepted by the examiner.

Provided further, if the thesis after revision is not accepted by the examiner, the original and the revised version of the thesis shall be sent to the third external examiner and the version approved by the third external examiner shall be considered to be final.

Important:

- (1) No thesis shall earn a degree unless there are three positive recommendations, including that of the Research Supervisor.
- (2) Where two recommendations are positive and the third asks for revision, the BOS shall ordinarily get the revision carried out and revised thesis sent to the same examiner.

14. Viva Voce:

- a. On satisfactory evaluation of the report the student shall undergo a viva voce, which shall be openly defended by the candidate.
- b. The public viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and includes a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner, in case of Ph.D. thesis, is unsatisfactory and does not recommend viva voce, the University shall send the dissertation/ thesis to another external examiner approved by the Vice Chancellor out of the approved panel of examiners and the viva voce shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also negative, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.
- c. The viva voce, based on, among other things, the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by the then Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.
- d. Where the Supervisor is unable to be present within a reasonable time to participate in the viva voce, the DRC/BOS may recommend another member of the faculty in his/her place.
- e. At the viva voce, the Viva Voce Board shall satisfy itself;

- i. That the thesis submitted by the candidate is his/her own work, and
- ii. That the grasp of the candidate on the field of his/her study is satisfactory.
- f. The Viva Voce Board may, on the basis of the unanimous opinion of its members, recommend:
 - i. That the candidate be awarded the Ph.D. degree;
 - ii. That the thesis is suitable/fit for publication in its present form;
 - iii. That the thesis may be published with revisions;
 - iv. That the thesis be referred back to the candidate for revision;
 - v. That the thesis be rejected and the candidate may not be awarded the Ph.D. Degree
- g. The manner in which the viva voce to be conducted shall be as prescribed.
- h. In case the Viva-Voce Board recommends that the candidate be awarded the Ph.D. degree, the Departmental Research Committee shall recommend to the Vice Chancellor that the Ph.D. degree may be awarded to the candidate.
- i. Along with the Degree, the University shall issue a certificate stating that the degree has been awarded in accordance with the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2016 (as amended from time to time).
- j. In case the viva-voce Board recommends that the thesis of the candidate be rejected, the Board of Studies shall direct accordingly.
- k. In case the recommendation of one member of the Viva-Voce Board is positive and of the other negative, the Departmental Research Committee shall refer the case to the Board of Studies for its consideration and recommendation, and take a decision after considering such recommendation.
- l. A candidate whose thesis has been referred back by the Viva-Voce Board for revision shall be permitted to re-submit it for the award of the degree not later than one year from the date of intimation of the decision of the University to him/her.
- m. In exceptional cases, the Academic Council may, on the recommendations of the Board of Studies/School Board, extend the period by one semester.
- n. A thesis which has been re-submitted shall normally be examined by the original examiner(s) unless any one of them is, or all of them are, unable or unwilling to act as such, in which case another examiner(s) may be appointed by the Vice Chancellor on the recommendation of Board of Studies.

- o. No candidate shall be permitted to re-submit his/her thesis for the award of the Ph.D. degree more than once.

15.Publication of Thesis:

If the examiners have recommended that the thesis is suitable/fit for publication, it may be published in the book form by the research scholar. If there is difference of opinion between the examiners regarding the publication of the thesis, the case shall be referred to the Committee consisting of the following for consideration and recommendations: i) Dean of the School- Chairman, ii) Head of the Department concerned - Member, and iii) Supervisor of the Scholar – Member.

16.Fee for Ph. D. Programme:

The research scholar shall have to pay the requisite fee prescribed by the University failing which his/her registration shall be cancelled.

The fee may be charged under the heads like—Course Work fee (for those who are required to complete Course Work); Registration Fee (at the time of registration); Annual Fee/continuation fee (Annual Fee shall be payable within 15 days of registration and annually thereafter); Annual Laboratory fee for science subjects and other subjects involving laboratory work; Evaluation fee to be charged at the time of submission of Ph.D. thesis; Late fee for delayed payment of annual fee; and any other fees as prescribed by the University.

The fees shall be subject to changes as decided by the University from time to time.

- 17.** Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree, the University shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

Prior to the actual award of the degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of UGC Regulations, 2016.

Note: Notwithstanding what is contained in the Ordinance, the Academic Council or the Vice Chancellor may, in exceptional circumstances and on the recommendations of the Board of Studies/School Board, as well as on the merits of each individual case, consider, at its discretion and for the reasons to be recorded in writing, relaxation of any of the provisions except those related to CGPA requirements for qualifying the course work.

CENTRAL UNIVERSITY OF HARYANA**JAANT-PALI, MAHENDERGARH**

Minutes of the Meetings of the Committee constituted by the Vice Chancellor to recommend the rules for allotment of Accommodation to the University employees in the University Hostels, allotment of residential accommodation in the University Campus and terms and conditions for usage of University Auditorium and Play grounds held on 05/05/2016, 09/06/2016 and 12/07/2016 in the office of the Finance Officer, Central University of Haryana.

Present:-

- | | |
|---|-----------|
| 1. Sh. Ashok Kumar Gogia (Finance Officer, CUH) | -Chairman |
| 2. Dr. Sanjeev Kumar, Dean Students' Welfare | -Member |
| 3. Sh. R.K.Yadav (Consultant Administration & Academic) | -Member |
| 4. Sh. Jitender Singh (Executive Engineer) | -Member |
| 5. Sh. Radhey Shyam (Section Officer) | -Member |

The Committee after detailed discussions and deliberations recommends the rules for allotment of Accommodation to the University employees in the University Hostels, allotment of residential accommodation in the University Campus and terms and conditions for usage of University Auditorium as per Annexure-I, II and III. The Committee observed that at present the University is not having sufficient standard grounds therefore, the use of play grounds may not be permitted for use by the Private Institutions/Organisations.

Sh. Ashok Kumar Gogia
(Finance Officer, CUH)

Dr. Sanjeev Kumar,
Dean Students' Welfare

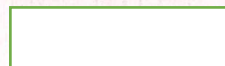
Sh. R.K.Yadav
(Consultant Administration & Academic)

Sh. Jitender Singh
(Executive Engineer)

Sh. Radhey Shyam
(Section Officer)

Diary No. 18-07-16
Dated: 18-07-16
Accounts Section

4945
18-7-16
Letter to / Receipt No. 4945
Registrar, Central University of Haryana



CENTRAL UNIVERSITY OF HARYANA

Rules for Allotment of Residences in Central University of Haryana

1. SHORT TITLE AND APPLICATION:

- (a) These rules may be called the Rules for Allotment of Residences in Central University of Haryana, Jant-Pali, Mahendergarh.
- (b) These rules shall come into force on the date of approval by the Executive Council. Additions/Amendments approved by the Executive Council from time to time shall take effect from the date these are notified unless otherwise specified.

2. DEFINITIONS

- 2.1 "Allotment" means grant of a license to a University employee to occupy a residence or a portion thereof, owned by the University for use by him as a residence, as per the terms of the license.
- 2.2 "Allotment Year" means the year beginning on 1st January or such other period as may be prescribed.
- 2.3 Pay-scale and grade pay shall be the determining factors.
- 2.4 "Family" means the wife or husband, as the case may be, and children, stepchildren, legally adopted children, parents, brothers and sisters of the employee as ordinarily reside with, and are dependent on the employee.
- 2.5 "University" means the Central University of Haryana, Jant-Pali, Mahendergarh.
- 2.6 "Priority date" of an employee in relation to a type of residence to which he is eligible means the earliest date from which he has been continuously drawing salary in the pay-scale and grade pay relevant to a particular type or higher type of accommodation and the date from which he has been continuously in service of the University.
- 2.7 "Re-employment" implies re-employment of employees of Central University of Haryana.
- 2.8 "Post" refers to the post held by the employee in a specific pay scale and grade pay determining his/her eligibility for house allotment.

- 2 -

EXPLANATION:

- (i) Whenever a staff member becomes entitled to a particular type of residence he would have date of entry into the Pay-Scale/Grade Pay in respect of accommodation and date of joining as prescribed for eligibility for allotment of that type. He would, however, be entitled to retain his earlier dates of priority, if any, for the lower types of residence also provided he has actually worked in the pay scale and grade pay entitled for lower types of residence. Provided further that where the priority date of two or more employees is the same, seniority amongst them shall be determined by the amount of salary. Where the salary is equal, the seniority will be determined by scale of pay. Employees in higher scale of pay will be senior to the employees in lower scale of pay. In case the scale is also the same, the date of birth will be considered, that is, older employee shall get precedence over the younger employee, and where all the above factors are equal, seniority will be decided by draw of lots.
- (ii) There shall be no apportionment of residences between the teaching and non-teaching staff. All type residences, however, will be allotted to non-teaching and teaching employees as per eligibility for a particular type of residence.

2.7

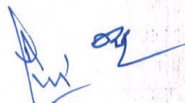
- (i) "License Fee" means the sum of money payable monthly in respect of any type of residence allotted to an employee under these rules and shall be such as may be decided from time to time by the Vice Chancellor.
- (ii) "Conservancy Charges" means the monthly amount payable by an employee allotted any type of residence and shall be such as may be decided by the Vice Chancellor from time to time.

Note: Wherever the words "License Fee" occur in the Rules, the words "and conservancy charges" will be added so as to read "License fee and conservancy Charges".

2.8 "Residence" means any residence for the time being under the administrative control of the University.

2.9 "Subletting" includes sharing of a residence by the allottee with another employee of the University with or without payment of rent by such other employee.

Provided that no subletting is permitted in Single Room Units and Transit accommodation.



- 3 -

EXPLANATION: Any sharing of a residence by an allottee with his family members shall not be deemed to be subletting.

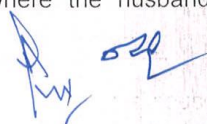
- 2.11 Type in relation to employee" means the type of residence to which he is eligible.
- 2.12 "House Allotment Committee" means a committee to consider allotment of residence and exercise such other functions as are provided in these rules. "Employee" means whole time University employee appointed on a regular basis in the University on a regular scale of pay and does not include persons appointed on contract, deputation, part time or ad-hoc basis. It does not include a person appointed on projects, schemes, and the persons appointed as visiting fellows.

EXPLANATION:

- (i) Deputationists holding essential category posts mentioned in clause 8 may be considered for allotment by the Vice Chancellor in Semi-Permanent Staff Quarters.
- (ii) For the purpose of rule 15 and 17, the expression "employee" includes, unless the context otherwise requires, a member of his family.
- (iii) Employees working in the various sponsored projects/schemes including those working as Research Associates/Research Scientists and appointed on ad-hoc/deputation basis shall be entitled to share accommodation with regular employee of the University in terms of Rule 16 if there is mutual consent among the two.

3. ELIGIBILITY OF HUSBAND AND WIFE

- 3.1 No employee shall be allotted a house on the University Campus if he/she or his/her wife/husband owns a house within a radius of 15kms. of the University Campus. An affidavit to this effect shall have to be submitted by the allottee along with the acceptance letter.
- 3.2 No employee shall be allotted a residence under these rules, if the wife or the husband, as the case may be, has already been allotted a residence by the University, Government, Semi-Government body, autonomous organization or any local body unless such residence is surrendered simultaneously provided that this sub-rule shall not apply where the husband and the wife are residing



- 4 -

separately in pursuance of an order of judicial separation made by any Court. Provided further that an employee in occupation of accommodation allotted to him by the Government of India, Semi-Govt. body/autonomous body etc., shall be required to surrender the accommodation simultaneously before occupying the accommodation allotted to him/her by the University.

3.3 Where two employees in occupation of separate residences allotted under these rules marry each other they shall within one month of the marriage surrender either of the residences allotted to them. Failure to surrender the residence within the prescribed time will result in automatic cancellation of allotment of both the residences and charging of punitive license fee for continued occupation of the residences.

3.4 Where both husband and wife are employed in the University, the entitlement of each of them to allotment of residence under these rules shall be considered independently.

4. CLASSIFICATION OF RESIDENCES:

Save as otherwise provided by these rules, an employee will be eligible for allotment of a residence of the type shown in the table below:

<i>Type of residence</i>	<i>Grade/Salary Slab for eligibility</i>
Type I	Less than Grade Pay of Rs. 2400/-
Type II	Grade Pay of Rs. 2400 & < 5400/-
Type III	G.P. of Rs. 5400 & < 8700 /-
Type IV	G.P. of Rs. 8700 < 10000/-
Type V	G.P. of Rs. 10000 & above

Note: Till accommodation of all five type houses is available on the campus, the accommodation may also be allotted even upto two steps higher/lower than the entitlement of the University Employee. Such employee, shall however be allotted accommodation of his/her entitlement as soon as the accommodation of his/her entitlement is available for allotment.

Semi-Permanent Staff-Quarters:

Quarter Nos.	Eligibility
A1-A20	Employees on Deputation or Contract in category of Essential Services on the posts equivalent to the Grade Pay of 5400 and less than 6000/- and Post-Doctoral Fellows, inspired faculty and consultants.

A 22

-5-

B1-B10	Employees on Deputation or Contract in category of Essential Services/Visiting Professors/Academic Consultants
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Note: For equivalence and status of the essential services, the decision of the Vice Chancellor shall be final. Employees on deputation shall be given Priority over the contractual Staff.

5. APPLICATION FOR ALLOTMENT:

- 5.1 An employee who seeks allotment of residence may submit his application in such form and by such date as may be specified by the University in this behalf.

EXPLANATION: However, Limited priority lists upto approximately five times the number of residences likely to be available during a year for all the types of residence shall be prepared on the basis of written applications in the beginning of the allotment year and circulated to the School/Centre/Department, etc., and displayed on the notice board of the Estate Branch/General Branch.

6. CONSTITUTION OF HOUSE ALLOTMENT COMMITTEE

- 6.1 Composition – The House Allotment Committee shall consist of the following:

- (i) One Professor to be nominated by the Vice Chancellor as Chairman for a period of 2 years.
- (ii) Three members to be nominated by the Vice Chancellor for a period of two years.
- (iii) Superintending Engineer/Executive Engineer.
- (iv) Branch Officer (Estate/General Branch) Member Secretary.

EXPLANATION: vacancies arising due to withdrawal may be filled by the concerned nominating authority for the residual term.

- 6.2 **QUORUM:** Four members shall form the quorum

- 6.3 **FUNCTIONS:** The House Allotment Committee shall:

-6-

- (a) Recommend allotment of residences under the provisions of these rules;
- (b) Ensure proper utilization of residences;
- (c) Recommend cancellation of allotment and take any other action against the allottees for breach of rules and conditions for allotment of residences; and
- (d) Consider and decide all other matters relating to the University residences as may be referred to it from time to time by the University authorities.

6.4 APPEAL

An appeal against a decision of the House Allotment Committee shall lie with the Vice-chancellor. Such an appeal shall be submitted within seven days after confirmation of minutes by the Vice Chancellor.

7. ALLOTMENT OF RESIDENCES

7.1 A residence, on falling vacant or becoming available for occupation, shall be allotted to an employee having the earliest priority date for that type of residence out of the priority date for that type of residence out of the seniority list for that year.

7.2 No residence of higher type than he is entitled to shall be allotted to an employee.

Provided that if his request for the one step lower type than his entitlement is received, he may be considered for the same according to his seniority for that next lower type.

8. OUT-OF TURN ALLOTMENT

8.1 The Houses for the following categories shall be earmarked:

Sr. No.	Category
1	Vice Chancellor
2	Pro Vice Chancellor
3	Registrar
4	Provost/Chief Warden



- 7 -

5 Medical Officer (s)

6 Warden (s)/Resident Tutor/ Assistant Warden(s)

- 8.2 The priority accommodation shall be given so long as the person holds, the essential post on the basis of which he was allotted accommodation. The accommodation will have to be surrendered as soon as a house of his entitlement is offered to him or he/she ceases to hold the essential posts. In no circumstances he/she shall be allowed to retain the house allotted to him under essential category.
- 8.3 The Vice Chancellor may, at his discretion, allot residences upto 10% of total residences in each type to the eligible employees, both teaching and non-teaching whose services/duties are deemed to be essential for administration. House allotted under discretion of the Vice Chancellor, on falling vacant, shall be allotted by the Vice Chancellor under his discretion. Fraction of houses upto 0.05 shall be ignored and fraction more than 0.05 shall be rounded off to one for the purpose of calculation of houses under 10% discretionary quota of the Vice Chancellor.
- 8.4 (1) In the event of retirement of a University employee who is an allottee of a residence, his son, unmarried daughter or wife or husband, as the case may be, may be considered for allotment of a residence on the merits of each case:
- Provided that the said relation of a University employee eligible for allotment of residence and had been continuously residing with the retiring employee for at least three years immediately preceding the date of his retirement;
- Provided further that this concession will not be applicable in cases where the retiring employee or any member of his family owns a house in the Municipal limit of Mahendergarh.
- (2) The relation eligible for allotment of residence under the preceding sub-rule will be allotted residence one type below his own entitlement and in no case a higher type of residence than the one in occupation of the retiring employee.
- 8.5 If an employee fails to accept the allotment of a residence within 10 days from the date of receipt of letter or fails to take over possession within 20 days from the date of acceptance the offer stands cancelled and he will not be eligible for another allotment of that type for a period of one year from the date of issue of the offer and the employee shall be liable to pay license fee in terms of rule 10.2.
- 8.6 House Allotment Committee shall consider the applications of the employees



- 8 -

in the category of "persons with disabilities" on priority and such employees may be allotted most suitable accommodation on the campus entitled to them as per his/her seniority.

9. PERIOD FOR WHICH ALLOTMENT SUBSISTS AND THE CONCESSIONAL PERIOD FOR FURTHER RETENTION.

- 9.1 An allotment of residence ordinarily shall continue in force until the employee ceases to be in University service. It shall however be competent for the Vice Chancellor to cancel the allotment if the employee breaches any of the terms and conditions of allotment of these rules or for any other sufficient reason.
- 9.2 Allotment of a residence shall come to an end automatically on the happening of any of the following events mentioned in Col. 1 below. The employee or his legal representatives, as the case may be, on their written request may be allowed grace period mentioned against each event in col.2 below, to vacate the premises. The grace period will not confer any right on the allottee/legal representatives as the case may be:

Sr. No.	Event	Grace Period allowed to vacate the premises
1.	Dismissal, removal or termination of service/ cancellation of allotment or unauthorized absence which results in break in service	One Month
2.	Resignation or repatriation to the parent department	Three months
3.	Retirement after Superannuation or Re-employment	Four months
4.	Death of allottee	One year
5.	Leave (including leave preparatory to retirement refused leave, study leave, sabbatical leave, leave on medical grounds, and extraordinary	For a maximum period of three years of duly sanctioned leave/deputation or till the limitation of extension granted



- 9 -

	leave)	by University Authority.
6.	LIEN	Two Years or till the LIEN is terminated, or till the extension granted by the University Authorities whichever is earlier.
7.	Deputation/contract/EOL to accept an assignment	For the duration of deputation/contract/assignment subject maximum of two years or till the extension granted by the University Authorities whichever is earlier.

Note: The grace period/Extension may, however, be relaxed with the approval of competent authority up to another three months on the normal license fee. Market rates beyond the permissible period shall be charged for the maximum period of two years where after eviction proceedings shall be initiated against the defaulting allottee

- 9.3. Re-employed employees will be allowed to retain the accommodation allotted to them. They will not be entitled for allotment of higher type of accommodation during re-employment.
- 9.4. Any employee retaining the accommodation beyond the permissible limit prescribed in Rule 9.2 will be charged penal rent equal to double the market rent unless he has sought and obtained prior approval of the competent authority. In exceptional circumstances, the Vice Chancellor on the recommendations of H.A.C. may permit retention of the accommodation for a period not exceeding 4 months beyond the permissible limit prescribed in Rule 9.2 on normal license fee.
- 9.5. Notwithstanding anything contained in sub-rule 9.2 when an employee is dismissed or removed from service or when his services have been terminated and the University is satisfied and it is necessary or expedient in the interest of the University to do so, the University may cancel the allotment of the residence made to such employee either forthwith or with effect from such date prior to the expiry of the period of one month referred to item (i) of the table above of sub-rule 9.2.

10. PROVISIONS RELATING TO LICENSE FEE

- 10.1. Where an allotment of residence has been accepted, the liability for license fee shall commence from the date of its occupation or the fifth day



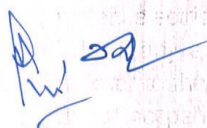
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from the date of receipt of the allotment letter, whichever is earlier.

- 10.2. An employee who after acceptance of the residence fails to occupy the same, he will be liable to pay license fee from the fifth day of the receipt of the allotment letter upto a period of twenty days, where after the allotment shall automatically stand cancelled in terms of Rule 8.5.
- 10.3. Nothing contained in this rule shall apply where the University Engineer certifies that the residence was not ready for occupation and as a result thereof the employee could not occupy the same within the period aforesaid.
- 10.4. Where an employee, who is in occupation of a residence is allotted another residence and he occupies the new residence, the allotment of the former residence shall be deemed to be cancelled from the date of occupation of new residence. He may however retain the former residence without payment of license fee for that day and the subsequent day for shifting. If any employee fails to hand over the possession of former residence after the tenth day of the acceptance of the offer of allotment, penal rent at the rate of double the market rent will be charged for the former residence upto a maximum period of ten days, whereafter the allotment of both the houses will stand cancelled.

11. PERSONAL LIABILITY OF THE EMPLOYEE FOR PAYMENT OF LICENSE FEE TILL THE RESIDENCE IS VACATED AND FURNISHING OF SURETY BY TEMPORARY EMPLOYEES

- 11.1. The employee who has been allotted a residence shall be personally liable for the payment of license fee, water, electricity, conservancy and other common charges like staircase light, if any and for any damage beyond normal wear and tear caused thereto or to the furniture, fixtures or fittings provided therein by University during the period for which the residence remains allotted to him, or where the allotment has been cancelled under any of the provisions in these Rules, until the residence alongwith the out-houses appurtenant thereto has been vacated and full vacant possession thereof has been restored to the University.
- 11.2. Where the employee to whom a residence has been allotted is not a permanent employee, he shall execute a surety bond in the form prescribed in this behalf by the University with a surety who shall be a permanent University employee for due payment of license fee and other charges due from him in respect of such residence.



- 11.3. If the surety ceases to be in University service or becomes insolvent or ceases to be available for any other reasons, the employee shall furnish the fresh bond executed by another surety within thirty days of such event of fact, and if he fails to do so, the allotment of residence to him shall unless otherwise decided by the University, be deemed to have been cancelled with effect from the date of that event.

12. SURRENDER OF AN ALLOTMENT AND PERIOD OF NOTICE

An employee may at any time surrender a residence by giving intimation so as to reach the University at least ten days before the date of its vacation. The allotment of residence shall be deemed to be cancelled with effect from the eleventh day after the date on which the letter is received by the University on the date specified in the letter, whichever is later. If the employee fails to give the notice he shall be responsible for payment of license fee for ten days or the number of days by which the notice given by him falls short of ten days, provided that the University may accept a notice for a shorter period.

13. CHANGE OF RESIDENCE

- 13.1. An employee, to whom a residence has been allotted and is in actual occupation of it under these rules, may apply for change to another residence of same type giving his preference for change. Such change shall, however, be governed in terms of Rule 7.1.

Provided that not more than one change be allowed in respect of one type of residence.

Provided further that the preference once exercised shall not be changed during that allotment year.

- 13.2. If an employee fails to accept the change of residence within five days of the receipt of offer of allotment, he shall not be considered for a change of residence for that type for a period of one year, and thereafter may be considered for change only on his making a fresh application for the said purpose.
- 13.3. An employee, who after accepting a change of residence, fails to take possession of the same, shall be charged license fee for such residence in accordance with the provisions of Rule 10.2 in addition to the normal license fee for the residence already in his possession, the allotment of

- 12 -

which shall continue to subsist.

14. MUTUAL EXCHANGE OF RESIDENCE

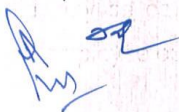
Employees to whom residence of the same type has been allotted may apply for permission to mutually exchange their residence and permission for such exchange may be granted by the House Allotment Committee after due consideration of various circumstances and if both the employees reside in their mutually exchanged residence for at least six months from the date of approval of such exchange. This exchange will be treated as change in terms of Rule 13.

15. MAINTENANCE OF RESIDENCE

15.1. The employee to whom a residence has been allotted shall:

- (a). maintain it to the satisfaction of the University;
- (b). keep it in such a manner that it does not become public nuisance;
- (c). Not carry out any structural changes;
- (d). Not grow any tree shrubs or plants contrary to the instructions issued by the University nor cut or chop off any existing tree or shrub in any garden, courtyard or compound attached to the residence save with the prior permission in writing of the University; and tree, plantation or vegetation grown in contravention of this rule may be caused to be removed by the University at the risk and cost of the employee concerned;
- (e). not use the premises for any purpose other than residence;
- (f). not use the premises against any rules or bylaws of Central University of Haryana, Mahendergarh or any other local authority whatsoever; and
- (g). not make any additions or alternations in the premises allotted.

15.2. The University officer designated by the Vice Chancellor or the House Allotment Committee shall have the right of entry into the premises at all reasonable hours for purpose of inspection without prior notice.



- 13 -

16. SUBLETTING AND SHARING OF RESIDENCE

- 16.1. No employee shall share/sublet the residence (including outhouses and garages) allotted to him except with the prior written permission of the University and on such conditions as may be stipulated by it:

Provided that the sharing shall be permissible only with the University employees after obtaining permission. However, no sharing is permissible in Single Room Units/Transit accommodation.

- 16.2. If the allottee is using the outhouses for the residence of his servant then he will furnish the particulars of the servants allowed to occupy the outhouses to the Estate Branch and Security Officer of the University.
- 16.3. No employee shall sublet his/her residence, provided that an employee proceeding on leave may accommodate, in the residence any other employee eligible to share University accommodation, as a caretaker for the period specified in Rule 9.2
- 16.4. The allotment of a residence of an employee shall be cancelled if he sublets or shares the accommodation with another employee without obtaining prior permission of the University.
- 16.5. Notwithstanding any other provision herein contained, the liability to pay license fee and other charges shall be that of the allottee.
- 16.6. Sharing of accommodation on the mutual consent of both the employees may be considered by the House Allotment Committee. The allottees will have to pay the license fee and will not be entitled to any house rent allowance.

17. CONSEQUENCES OF BREACH OF RULES AND CONDITIONS

- 17.1. If any employee to whom a residence has been allotted, unauthorizedly sublets the residence or charges rent from the sharer at a rate which the University considers excessive or makes any unauthorized addition or alteration in any part of the residence or uses the residence or any portion thereof for any purpose other than residence or tampers with the electric or water connection or commits any other breach of the rules in this regard or of the terms and conditions of the allotment or uses the residence or premises to be used for any purpose which the University considers to be improper or conducts himself in a manner which in the opinion of the University is prejudicial to the maintenance of harmonious relations with



- 14 -

his neighbours or has knowingly furnished incorrect information in any application or written statement with a view to securing the allotment/change, the University may, without prejudice to any other disciplinary action that may be taken against him, cancel the allotment of the residence.

- 17.2. If an employee who has been allotted a residence is found, in contravention of these rules, to have shared or sublet the entire residence or any portion thereof, or any of the out houses, garages appurtenant thereto, his allotment will be treated as cancelled and he would be required to vacate the residence within one month of its cancellation. The employee or person staying on thereafter would be treated as unauthorized occupant. Without prejudice to any other action that may be taken against such an employee, he shall be charged from the date of cancellation of allotment market rent for 2 months from the date of cancellation of allotment and twice the market rent subsequently. If the unauthorized sharing/subletting is not brought to an end or the residence is not vacated at the end of two months from the date of cancellation, the defaulting employee may also be debarred from sharing a residence with another employee of the University for a period of one year and will also be liable to be proceeded against under the provisions of Public Premises (Eviction of Unauthorized Occupants) Act 1971.
- 17.3. Any outside person staying with the employee unauthorizedly shall be treated as trespasser and appropriate action will be taken against him by the University apart from taking disciplinary action against the employee, besides canceling the allotment in terms of these rules.
- 17.4. Where the allotment of residence of an employee is cancelled for his conduct prejudicial to the maintenance of harmonious relations with neighbours, he may, at the discretion of University, be allotted another residence of the same type at any other place and this will be treated as a change under Rule 13.
- 17.5. The University may take all or any of the action under sub-rule 17.1 and 17.2 of this rule and also declare the employee who commits a breach of the rules and instructions issued to him, to be ineligible for allotment of a residence for period of five years.

18. INVENTORY OF RESIDENCE

The employee who has been allotted a residence shall sign an inventory of fixtures and fittings at the time of taking over the residence and shall ensure its proper handing over to the University at the time of his vacation.



- 15

19. CONTINUANCE OF ALLOTMENT MADE PRIOR TO THE ISSUE OF THESE RULES

These rules shall supersede all earlier Rules/Provisions made in this regard from time to time.

INTERPRETATION OF RULES

If any question regarding the interpretation of these Rules arises, it will be decided by the Vice Chancellor keeping in view the recommendations of the House Allotment Committee, if any.

Provided further that wherever rules for allotment of residences of the University are silent on any subject, the Vice Chancellor shall finally decide on the matter, after taking into account all relevant factors. The Vice Chancellor may also bring any matter in this regard to the Executive Council if he considers it necessary.



CENTRAL UNIVERSITY OF HARYANA

**STANDARD TERMS & CONDITIONS FOR USAGE
OF UNIVERSITY AUDITORIUM**

1. University Auditorium is primarily meant for use for various functions relating to academic and research, students' welfare, employees' welfare, cultural functions and other co-curricular activities of the University. Therefore, the University functions/seminars etc., the use of Auditorium will be allowed free of charges by the Registrar on the specific recommendations of Dean Students Welfare (for function of the students of Teaching departments routed thorough Chairperson/Dean concerned), Chief-Warden (for function of the hostel students), Dean (for the students of the faculty) and Chairperson (for departmental function).
2. The user(s) shall ensure that the number of their guests does not exceed the capacity of University Auditorium Main Hall and other seminar halls. No extra seat shall be allowed to be placed in the Seminar Hall/ Auditorium.
3. The user(s) shall abide by all the rules and regulations and other terms and conditions, revised from time to time, for booking/use of University Auditorium
4. The booking shall be subject to availability of University Auditorium on any day and its final approval by the Registrar.
5. In the event of unfortunate co-instances, the University shall have the right to cancel the booking.
6. The user(s) shall be responsible for keeping the premises of University Auditorium neat and clean, and to hand over University Auditorium to the official meant for checking of the duties.
7. The user(s) shall not use University Auditorium for the purpose other than what is mentioned in the Application Form.
8. The user(s) shall not use University Auditorium and/or its premises for screening/ presentation of any objectionable activity like pornographic scenes/files.
9. The user shall have to intimate the name of VIP/Chief Guest invited for the programme/function at the time of booking on the prescribed Performa.
10. The vehicles shall have to be parked only at the place specified for the purpose at there own risk.
11. No extra facility shall be provided by the University to the user of the



-2-

venues except that are made available by the University.

12. No interior decoration in the Auditorium Complex shall be permitted
13. No cooking will be made in the Hall. No table & chairs made of iron/steel of tent house will be allowed inside University Auditorium.
14. Smoking is not allowed. Any inflammable material is not allowed to be carried inside University Auditorium.
15. No persons/students shall be allowed to bring/carry bag or any other article in the Auditorium building.
16. Eatable items are not allowed in the Auditorium (Main Hall).

Usage of University Auditorium for Functions by Private Organizations/Institutions.

17. University Auditorium may be allowed for Academic/Business/Social functions on commercial basis, by the competent authority to be used by other Private Registered Academic/Business/Social Organizations/Institutions also, which may be subject to the terms and conditions for usage of University Auditorium as mentioned above. The concerned user will procure the NOC from the District Administration for organizing their such Programme in advance. An undertaking (Format attached) is required to be submitted by the user applicant along with the application form.
18. The Rates for Usage of University Auditorium for Functions by Private Organizations/Institutions shall be as under:-

Sr. No	Description	Maintenance charge per day (up to 8 hours) In Rs.
1	Main Hall	
	(i) For Private Academic/Business/Social Registered Organizations/Institutions	15,000.00
	(ii) Rehearsal Charge	5,000.00
	(iii) For Other Centre/ State Govt./Semi Govt. Departments	10,000.00
	(i) Refundable Security	10,000.00

19. Processing fee of Rs. 5000/- is required with the application to process the case, which will be adjusted if programme is carried out and will be forfeited if booking is cancelled by the applicant.
20. The user willing to use the University Auditorium shall be required to submit an application (at least 15 days in advance of any event/programme) for booking on the prescribed form as per Annexure-A and an advance payment through demand draft/University Account only as per rates approved. If the booking is

- 3 -

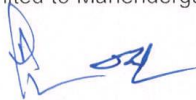
cancelled by the user after depositing requisite amount with the University Works Department an amount of Rs. 5000/- will be deducted from the booking amount or will have to be deposited in the Accounts Branch separately on account of cancellation of booking:

21. An amount of Rs. 2000/- per hour will be charged for the use of the Auditorium beyond 8 hours. The user(s) shall pay the extra charges in cash failing which the same will be recovered from the refundable security already deposited.
22. The user(s) will be responsible for safety and security of University Auditorium property during the function. If any damage is done to any item/equipment or any theft is noticed in University Auditorium during such use, the user(s) shall bear the cost of damage/theft. This cost shall be deposited in cash failing which the same will be recovered from the refundable security.
23. If the cost of damage/theft exceeds the amount of refundable security, the security shall be forfeited and excess amount shall be paid by the user(s) in cash.
24. In case, any tax/levy in respect of the function / activity is required to be paid, the user(s) shall pay the same.
25. The user(s) shall be entirely responsible for any risk or damage to life or property of any person (organizers, performers and audience or spectator). The University shall not bear any cost towards such losses / damages.
26. The actual cost of furniture articles etc. if damaged during the function shall be deducted from the refundable security deposited with the office of the Officer-Incharge of University Auditorium.
27. The security amount/demand draft will be refunded by the Officer-Incharge of University Auditorium on satisfaction that no recovery is to be made on account of any damage etc.
28. The use of Auditorium Main Hall will not be allowed for any political activities by the political parties.
29. The payment will be accepted only in the shape of Bank Draft/ Cash against university receipt/RTGS. No cheque (s) will be accepted.



- 4 -

30. The University shall not be responsible for any failure of electricity, generator, air-conditioning plant etc. on account of any unforeseen reasons, technical or otherwise.
31. The actual cost, at market rate to be assessed by University Works Department of any damage(s) caused to any property of the University viz. furniture, fixture etc. at the time of organizing the functions will have to be made good by the organizers.
32. These terms and conditions are to be followed in letter & spirit by all. However Vice-Chancellor may relax the maintenance charges in special circumstances by recording reasons, in case of Govt. Departments only.
33. The decision, especially with regard to any required interpretation of rules, of the Vice Chancellor shall be final and the legal jurisdiction shall be limited to Mahendergarh only.



CENTRAL UNIVERSITY OF HARYANA

Annexure-A

CENTRAL UNIVERSITY OF HARYANA, JANT-PALI, MAHENDERGARH

APPLICATION FOR THE BOOKING OF THE UNIVERSITY AUDITORIUM

(To be submitted at least 7 days in advance for the University Functions and 15 days in advance for the functions of Private Organizations/Institutions)

1. Name and address of the Applicant _____

2. Name, Designation, Address and Telephone No. of the authorized person _____

3. Date(s) of booking From _____ to _____
4. Duration of booking From _____ to _____ Hrs.
5. Purpose/nature of the function.....
(Academic/Business/Social)
6. Name of the Chief Guest/VIP _____
7. Equipments required to be used during the function:

Sound system	Yes / No
Video Projection	Yes / No
Green Rooms	Yes /No
8. Processing Fee/Maintenance Charges/ Refundable Security deposited vide Demand Draft/University Receipt/Account No. _____ Yes/No
9. PAN No/Adhar No.
(Please attach copy of PAN/Adhar Card)

Signature of the Applicant
(with office seal)

Officer-in-Charge of the Auditorium

-6-

Format of Undertaking to be submitted by the
Private Organizations/Institutions

1. That the programme to be organized by our Institution is not commercial.
2. That the sanctity and security as also cleanliness of the **University Auditorium, Central University of Haryana** will be maintained by me/us.
3. That no drugs/alcohol and other intoxicating material or any non-veg. will be allowed in to the Auditorium compound and no eatables, snacks or water shall be taken inside the auditorium by the audience and/or the organizers themselves.
4. That the Institution/Organization will be responsible for any damage and/or theft caused to the Auditorium/ its premises during the function/programme.
5. That the Institution/Organization will be fully responsible to compensate fully to make good loss or damage to any property, for any legal discrepancies/claims fines imposed by any authority for holding the function/programme. Organized in **University Auditorium, Central University of Haryana**.
6. That the Institution/Organization will abide all the rules and regulations framed by the University for the Operation use and maintenance of **University Auditorium, Central University of Haryana**.
7. The number of guests entering the University Auditorium in Main Hall, will not exceed 250 persons and it will be our responsibility to identify them and to assist the Security in regulating their entry both to the Auditorium Compound and the Hall.

Date:
Place:

Signature of the Head of the Institution/Organization
(with official seal)





Allotment of Accommodation to the Employees in University Hostels:

1. Hostel accommodation may be provided to the employees working on regular basis in order of seniority in the rank and seniority on the basis of their date of joining. Where the salary is equal, the seniority will be determined by scale of pay. Employees in higher scale of pay will be senior to the employees in lower scale of pay. In case the scale and date of joining are the same, the date of birth will determine the seniority i.e. the employee who is senior in age shall be given priority over the younger employee. In exceptional circumstances where all the above factors remain the same, seniority will be decided by draw of lots.
2. Hostel accommodation will be provided to the employees only on ground floor. First and second floor will purely be used by students and not by employees.
3. An employee working on deputation/contract can be allotted accommodation after exhausting the list of applicants from amongst regular employees. The employees working on deputation shall be given priority over staff on contract basis.
4. Accommodation in Girls Hostel may be provided only to single female employees and the married employees may not be considered for accommodation in Girls Hostel. Single male and married employees, desirous to avail accommodation, shall be considered for Boys Hostel only.
5. As University is located in a remote place and there is no facility of appropriate Guest Houses in the vicinity of the University, at least ten Guest Rooms may be earmarked in the hostels and the Guest Rooms should be kept vacant for guests only.
6. No subletting will be allowed. However if need arises, allotment can be made on sharing basis.
7. Preference may be given to the employees falling in the category of Persons with Disabilities (PWD).
8. In case of urgency/emergency, employee(s) may be asked to vacate the room on short notice.
9. Electricity charges and licence fee will be charged as per University rules amended from time to time. No house rent will be payable to the University employee allotted accommodation in the University Hostel.
10. Provost, Hostel Warden(s) or other employees directly involved in Hostel Administration may be given preference in the allotment of accommodation in the hostel(s).
11. House Allotment Committee may allot the accommodation in Hostel(s) in tune with the policy specified above.
12. Vice Chancellor may exercise his/her discretion to allot accommodation to the employees rendering round the clock essential services.
13. Accommodation may be provided to the employees only after allotting appropriate space for Dispensary, store, Visitor's Room, etc.
14. Accommodation in Hostels may be provided to the employees just to meet the existing exigency and once the staff quarters are ready for possession, hostels may not be allotted for accommodation of employees, except the staff required to administer/run the hostel.
15. Similarly the facility of Guest Houses may be provided in the Hostel only until University gets the Guest House ready for possession.