Selection Criteria for Direct Recruitment of Teachers by Jadavpur University

The Executive Council in its meeting on October 19, 2012, has approved the following selection criteria for direct recruitment of teachers (Assistant Professors, Associate Professors and Professors). These approved criteria shall be applicable for all selections of teachers henceforth.

The salient features of the selection criteria are as follows:

- There shall be a minimum API score of 125 and 175 applicable for the posts of Associate Professor and Professor respectively. There shall be no minimum API score applicable for the post of Assistant Professor.
- There shall be no assessment period for calculation of API scores.
- A two-part selection process for posts of Assistant Professors and Associate Professor – screening and short listing of candidates in the first stage and interview or discussion and seminar presentation given by short-listed applicants in the second stage.
- Final selection of candidate for these posts will be on the basis of 60% weight on combined score obtained in the first stage and 40% weight in the second stage (on assessment in the interview and seminar presentation).
- There will be no screening for the posts of Professor. Final selection of candidates for these posts will be on the basis of 70% weight on combined score obtained for academic records, research activities and publications and 30% weight on assessment in the interview/discussion and seminar presentation. For applicants who will not be able to present at the venue of the interview, shall be assessed through video conferencing by the Selection Committee.
- For the post of Assistant Professor, the members unanimously agree upon putting less weight on research activities like consultancy, supervision of M.Phil and Ph.D. thesis, invited lectures and the like, in order to give equal opportunity to applicants who have submitted or just-completed Ph.D.
- Teaching and industrial experiences are important dimensions of a candidature. However, since certain years of teaching and industrial experiences are pre-requisites for posts of associate professor and professor there will be no pre-assigned marks/points. However, the Selection Committee may take into considerations such experiences during the interview.
Selection Criteria for Direct Recruitment of Assistant Professor/Associate Professor/Professor by The Jadavpur University

1. Selection of Assistant Professor/Associate Professor will be a two-part process:

   A. Screening for short listing of eligible candidates on the basis of API scores in the manner prescribed below along with essential and desirable qualifications as stated in the advertisement.

   B. Interview or discussion and seminar presentation by short-listed applicants

Selection of Professor will be from amongst eligible applicants in the manner prescribed below.

2. Minimum Qualifications/Eligibility for Assistant Professor/Associate Professor/Professor:

   - In general: As per UGC Regulations 2010 (NET/SLET or Ph.D. under 2009 Regulations). NET/SLET will not be applicable to those subjects where NET/SLET is not conducted.

   - For all posts in the Department of Education (for appointments for the B.Ed courses) and Physical Education: The qualifications prescribed for faculty position in the regulations of NCTE (as mentioned in the UGC 2010 regulations as well) will be applicable.

   - For applicants in the Architecture department, the undergraduate degrees obtained must be recognized by the Council of Architecture, India.

   - For all posts in the Department of Pharmacy, the applicants should have M.Pharm degree.

   - No minimum API score shall be applicable for the posts of Assistant Professors.

   - The consolidated minimum total API score for an applicant to be eligible shall be 125 for the post of Associate Professor and 175 for the post of Professor.

3. Calculation of API Scores

   - There shall be three categories of academic performance indicators:

     **Category I:**
     Academic Records of the Applicant (From 10th Standard up to the highest degree obtained)

     **Category II**
     Research Activities (projects, seminar presentations, invited lectures, research supervision, training courses, etc.)

     **Category-III**
     Research Publications (Publications in Journals, Text or Reference books/monographs, Editing of Volumes, etc.)
Consolidated minimum API scores for eligibility shall be calculated as simple sum of API scores for Category I (Academic Record), Category II (Research Performance), and Category III (Publications).

Consolidated API scores for screening as well as selection shall be calculated as weighted sum of API scores obtained in these three categories. Relative weights for the three categories will differ for the post applied for as indicated below.

4. **Explanations**

A. **Screening**

**Assistant Professor**

- A Screening Committee will short-list top 30 applicants or 10 times the number of advertised posts for each category (General, SC, ST, OBC etc.), whichever is higher, from amongst the eligible candidates as per UGC/AICTE/NCTE /CAI/PCI regulations (whichever is relevant for the post advertised) in the merit list prepared on the basis of weighted sum of consolidated API scores obtained in categories I, II and III. Where the number of applicants is less than 30, all shall be called for interview.

- For such short-listing, following weights shall be applicable for calculation of the weighted sum of consolidated API scores: Category I (50%), Category II (20%) & III (30%).

**Associate Professor**

- A candidate having minimum qualifications as per UGC/AICTE/NCTE/ CoA/PCI regulations (whichever is relevant for post advertised) mentioned above, shall be eligible for the post of Associate Professor in the Jadavpur University if s/he has a consolidated minimum total API score of 125 as per the marks table given later in the three categories together.

- If the number of applicants having minimum qualifications as per the UGC regulation (2010) and consolidated minimum API score of 125 exceed 30 or 10 times the number of advertised posts for each category (General, SC, ST, OBC etc.), whichever is higher, a Screening Committee will short-list top 30 applicants or 10 times the number of advertised posts for each category (General, SC, ST, OBC etc.), whichever is higher, from amongst these applicants in the merit list prepared on the basis of the weighted sum of consolidated API scores obtained in categories I, II and III. Where the number of applicants having minimum qualifications is less than 30, all applicants shall be called for interview.

- For such short-listing, following weights shall be applicable for calculation of weighted sum of consolidated API scores:
  
  Category I (30%), Category II (30%), Category III (40%)
Professor

- There shall be no short listing of applicants for the post(s) of Professor.

- All candidates having minimum qualifications as per UGC/AICTE/NCTE /CAI/PCI regulations (whichever is relevant for post advertised), shall be eligible and shall be called for the interview/discussion-cum-seminar-presentation for the post of Professor in the Jadavpur University if s/he has a consolidated minimum API score of 175 as per the marks table given later in the three categories together.

B. Screening Committee (for posts of Assistant and Associate Professors) shall consist of: One Subject Expert from outside the university nominated by the Vice Chancellor from the list of experts approved by the relevant statutory body of the university concerned (Chairman), Dean of the concerned Faculty, HOD/Director of School.

C. Selection:

- The Selection Committee (formed as per the WB University Laws (Amendment) Act 2011 and UGC Regulations 2010) will make an assessment of the short-listed applicants in an interview and seminar presentation.

- Maximum marks to be awarded to each applicant for the performance in the interview/discussion and seminar presentation shall be 50 and 50 respectively, totaling 100.

- During the interview, a self-assessment report of the short-listed/eligible applicant with documentary evidence on domain knowledge, teaching/industrial experiences, participation in outreach activities and evidence on academic leadership may be given some weightage by the Selection Committee. Similarly, for the post of Assistant Professor, additional research activities carried out by applicants such as consultancy, supervision of M.Phil and Ph.D. thesis, and invited lectures given may be given some weightage by the Selection Committee.

- Final selection from amongst the short-listed applicants for the posts of Assistant Professor/Associate Professor will be on the basis of 60% weight on the weighted sum of consolidated API scores obtained in categories I, II and III as specified above, and 40% weight on assessment in the interview/discussion and seminar presentation.

- Professor: From amongst applicants called for interview having satisfied minimum qualifications as specified above, the final selection shall be based on 70% weight on weighted sum of consolidated API scores obtained in categories I, II and III (calculated in the manner specified below), and 30% weight on assessment in the interview/discussion and seminar presentation. Video conferencing shall be arranged for applicants who shall not be able to be physically present at the venue of the interview/discussion and seminar presentation on the date(s) of interview.
• Following weights shall be applicable for calculations of the weighted sum of consolidated API scores in the three categories for the posts of Professors: Category I (20%), Category II (30%), Category III (50%).
### CATEGORY-I

**ACADEMIC RECORDS OF THE CANDIDATES**

<table>
<thead>
<tr>
<th>QUALIFICATION</th>
<th>Marks assigned</th>
<th>Marks obtained by the Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>10th. Standard</strong></td>
<td>At least 60%: % Marks obtained divided by 20</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Below 60%: 1</td>
<td></td>
</tr>
<tr>
<td><strong>12th. Standard</strong></td>
<td>At least 60%: % Marks obtained divided by 20</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Below 60%: 1</td>
<td></td>
</tr>
<tr>
<td><strong>Graduation</strong>: Arts/Humanities/Social Sciences (Honours/Major)**</td>
<td>At least 50%: % Marks obtained divided by 10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Below 50%: 1</td>
<td></td>
</tr>
<tr>
<td><strong>Graduation</strong>: Sciences (Honours/Major)**</td>
<td>At least 55%: % Marks obtained divided by 10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Below 55%: 1</td>
<td></td>
</tr>
<tr>
<td><strong>Engineering &amp; Technology Graduation of 4-year duration</strong></td>
<td>At least 55%: % Marks obtained divided by 10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Below 55%: 1</td>
<td></td>
</tr>
<tr>
<td><strong>Post Graduation (UGC/AICTE/NCTE/CoA/PCI recognized)</strong> (In the subject as per Advertisement)</td>
<td>Arts/Humanities/Social Sciences/Sciences At least 55%: % Marks obtained divided by 10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Below 55%: 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Engineering &amp; Technology: At least 60%: % Marks obtained divided by 10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Below 60%: 0</td>
<td></td>
</tr>
<tr>
<td><strong>2-year M.Phil</strong></td>
<td>2</td>
<td></td>
</tr>
<tr>
<td><strong>Ph.D awarded</strong></td>
<td>15</td>
<td></td>
</tr>
<tr>
<td><strong>Ph.D submitted</strong></td>
<td>8</td>
<td></td>
</tr>
<tr>
<td><strong>NET-JRF/UGC/ State Govt./ CSIR / AICTE/ GATE/Institute/Full time Project Fellowship</strong></td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

**Total**

**Remark:**

a) Applicants who had studied under 11th Standard should be marked by 12th Standard and will not be marked for 10th standard.
b) NET (lecturership)/SLET/SET is an essential qualification for those who do not have Ph.D. under UGC Regulations 2009. So marks will be given only for NET-JRF or similar national/state government Fellowship.
c) Marks will be credited for only one degree at any particular level. For example, applicants having both B.Sc and B.Tech. degrees will be credited for B.Sc. or B.Tech degree, whichever is relevant for the post advertised. Similarly marks will be credited for only one relevant post-graduation degree.
**CATEGORY-II (Research Activity)**  
**For the Post of Assistant Professors**

<table>
<thead>
<tr>
<th>Category of Research Activity (during the assessment period as specified earlier)</th>
<th>API Score</th>
<th>No. of Projects/ Patents/ lectures/ Training Courses etc</th>
<th>Total API Score obtained by the applicant during Assessment Period</th>
</tr>
</thead>
</table>
| **1. Recognition of Research**  
 a) Prestigious Honours and Awards of national/international importance or recognized by the international agencies or the departments/agencies of national/state governments  
 b) Post Doctoral Fellowship of at least 8-week/2 months duration received and availed of | Maximum 30 each* | | |
| **2. Research projects carried out/ongoing funded by government funding agencies/industries or organization of National and International repute**  
 a) > 40 lakhs For Sc & Eng  
 b) > 20 – 40 Lakhs For Sc & Eng.  
 c) > 5 - 20 lakhs For Sc & Eng.  
 d) 0.5 – 5 lakhs For Sc & Eng.  
 e) > 3 lakhs for Arts/Social Sc./Mathematics  
 f) > 0.25 lakhs up to 3 lakhs for Arts/Social Sc./Mathematics | Maximum marks limit 200 | 25/project | 20/project |
| | | 15/project | 10/project |
| | | 20/project | 15/project |
| **3. Patent/Technology Transfer for Science & Technology**  
 Policy documents of Government Bodies at Central & State level | 20/ patent for sole patent holder; 20/n for joint patent holders  
 **Maximum marks limit 100** | 10/ single author policy document  
 10/n for co-authored  
 **Maximum 50 marks** | |
| **4. Training courses/ workshop attended**  
 Not less than 3 weeks | 10/course (max. 20) | 10/ 1-year course | |
| Specific sports coaching/training courses attended in Yoga, Yoga therapy, Physiotherapy | 5/ 6-month course 3/ 6-week course (max. 20, 10 & 6 respectively) 10/course (max. 20) |
| For Department of ACCE Attending Continuing education courses |
| --- | --- |
| 5. Paper presentation in conferences/seminar etc.♥ a) International b) National/State level |
| Maximum marks limit 40 5 each 2 each |
| 7. For the department of Physical Education: a) Innovative Outreach activities : NSS/NCC/Leadership Camp/Adventure Camp b) participation in inter-university/national level sports competition by recognized bodies |
| a) 10 / 10-day camp or NCC ‘C’ certificate (max. 20) 5/ less than10-day camp or NCC ‘B’ & “A” certificate (max. 10) b) 10/competition (max. 30) |
| Total API Score obtained in Category II |

**Remark:**
* Depending on the nature and importance of the award/honour, the screening committee will award 30 marks or less for each such award/honour.  
♥ Respective BOS/Academic Committees will define the Post Doctoral Fellowships that will be credited marks, and these lists must be approved by the Executive Council the university.  
** Full marks if the research project is carried out by a single person. Otherwise, 60% of marks will be awarded for Principal Investigator, and rest will be equally shared amongst co-investigators.  
♥ Marks for paper presentation in international and national/state level conference/seminar funded by government agencies for vernacular subjects shall be considered equivalent. If a paper presented in a conference/seminar is published in the form of Proceedings or Edited Volume, marks will be put against Publications (as in Category III) and not in Category II.
**CATEGORY-II**
For the Post of Associate Professor and Professor

<table>
<thead>
<tr>
<th>Category of Research Activity (during the assessment period as specified earlier)</th>
<th>API Score</th>
<th>No. of Projects/ Patents/ lectures/ Training Courses</th>
<th>API Score Obtained by the applicant during the Assessment Period</th>
</tr>
</thead>
</table>
| 1. **Recognition of Research**  
a) Prestigious Honours and Awards of national/international importance or recognized by the international agencies or the departments/agencies of national/state governments  
b) Post Doctoral Fellowship of at least 8-week/ 2 months duration received and availed of | Maximum 30 each* | Maximum 15 each*  
*Maximum marks limit 45 |
| 2. Research projects carried out/ongoing funded by government funding agencies/industries or organization of National and International repute **  
a) > 40 lakhs For Sc & Eng  
b) > 20 – 40 Lakhs For Sc & Eng.  
c) > 5 - 20 lakhs For Sc & Eng.  
d) 0.5 – 5 lakhs For Sc & Eng.  
e) > 3 lakhs for Arts/Social Sc./Mathematics  
f) > 0.25 lakhs up to 3 lakhs for Arts/ Social Sc./Mathematics | Maximum marks limit 200  
25/project  
20/project  
15/project  
10/project  
20/project  
15/project |
| 3. Consultancy projects carried out/ongoing**  
> 2 lakhs for Sc & Eng.  
> 0.5 lakhs for Arts/Social Sc./Mathematics | Maximum marks limit 100  
2/2 lakhs  
2/0.5 lakhs |
| 4. Patent/Technology Transfer for Sc. & Technology  
Policy documents of Govt Bodies at central & State level | 20/ patent for sole patent holder; 20/n for joint patent holders  
**Maximum 100 marks  
10/ single author policy document  
10/n for co-authored Max 50 marks |
5. **Research Guidance**
   - ME/M. Tech./M.Phil thesis awarded
     - Ph.D. awarded
     - submitted
   
<table>
<thead>
<tr>
<th>2/thesis (max. 40)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Maximum marks limit 150</strong></td>
</tr>
<tr>
<td>(i) 10/Ph.D (Sole Supervision)</td>
</tr>
<tr>
<td>6/Ph.D. (Joint Supervision)</td>
</tr>
<tr>
<td>(i) 5/Ph.D (Sole Supervision)</td>
</tr>
<tr>
<td>3/Ph.D. (Joint Supervision)</td>
</tr>
</tbody>
</table>

6. **Training courses/ workshop/Refresher Course** of not less than 3 weeks
   - a) attended
   - b) organized
   
   | 10/course (max 20) |
   | 15/course (max 30) |
   | 2/course (max 4) |

   For Physical Education Department:
   - Specific sports coaching/training courses in Yoga, Yoga therapy, Physiotherapy

   | 10/ 1-year course |
   | 5/ 6-month course |
   | 3/ 6-week course |
   | (max. 20, 10 & 6 respectively) |

7. **Paper presentation in conferences/seminar etc.**
   - a) International
   - b) National

   | Maximum marks limit 40 |
   | 5 each |
   | 2 each |

8. **Invited lectures (including Refresher Courses, Training Courses, Orientation Programme)**
   - a) International
   - b) National

   | 5 each (max. 20) |
   | 2 each (max 10) |

9. **For Department of ACCE**
   - a) Continuing education courses, skill development and vocational training programmes
   - b) Vocational training and other training courses for persons with special needs (disability)

   | a) 15/programme (max. 75) |
   | b) 15/courses (max. 75) |

10. **For the department of Physical Education:**
    - a) Planning, executing and evaluating physical education and sports programmes for students
    - b) Innovative Outreach activities: NSS/NCC

    | a) 10/programme (max. 30) |
    | b) 10 / 10-day |
c) Upgrading scientific and technical knowledge in physical education and sports
d) participation in inter-university/national level sports competition by recognized bodies
e) Organizing as the Executive Committee member of organizing committee/acting as official of national, state level sports competition

c) 10/ instance (max. 30)
d) 10/ competition (max. 30)
e) 5/ competition (max. 15)

11. Evidence of serving on academic bodies within own institution or outside (Sports bodies for departments like physical education)
5/each such instance Maximum 10

12. For the post of Professor:
Member of Editorial Board of reputed and refereed journals (as approved by the BOS/Academic Committee concerned)
3 each (max. 6)

Category III
For Assistant Professors, Associate Professor and Professors

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Nature of Activity (During Assessment Period As specified earlier)</th>
<th>API Score</th>
<th>Number of Research Papers/publication</th>
<th>API Score Obtained by the applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Research Papers For Engineering &amp; Tech. and Science Disciplines: Refereed Journals Only</td>
<td>15/Publication*</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**For Arts/Social Sciences/Humanities Disciplines:**
As per the list approved by the respective BOS/ Academic Committees and the Executive Council of the university,

(a) **Category A Journals**
   (which must be refereed journals)
(b) **Category B Journals**
   (which may be refereed or recognized and reputed Journals)

<table>
<thead>
<tr>
<th>2</th>
<th>Research Publication</th>
</tr>
</thead>
<tbody>
<tr>
<td>a)</td>
<td>Monographs published by International Publishers with an established peer review system (Social Sciences/Arts)</td>
</tr>
<tr>
<td>b)</td>
<td>Monographs published by national level Publishers with ISBN/ISSN numbers** (Social Sciences/Arts)</td>
</tr>
<tr>
<td>c)</td>
<td>Reference Books/Textbooks published by International Publishers with an established peer review system</td>
</tr>
<tr>
<td>d)</td>
<td>Reference Books/Textbooks published by national level Publishers with ISBN/ISSN numbers**</td>
</tr>
<tr>
<td>e)</td>
<td>Chapters contributed in Edited Volumes published by (i) international and (ii) national level publishers</td>
</tr>
</tbody>
</table>
| f) | Translation work (for Arts/ Social Sciences)
For Film Studies:
Translation of scripts is also |

- (no limit)
- 15/Publication*
- (no limit)
- 10/Publication*
- (max. 150 marks)

20/per book (sole author)
20/ n for each book if one among n authors
(max. 60)
15 for each book (sole author)
15/ n for each book if one among n authors
(max. 30)
20 for each book (sole author)
(max. 100)
20/ n for each book if one among n authors
(max. 50)
10 for each book (sole author)
(max. 50)
10/ n for each book if one among n authors
(max. 30)

(i) 5/each chapter
(ii) 3/each chapter
(max. 40 & 18 respectively)
15/per book length work (sole author)
15/ n for each book if one
g) Annotated Editing of Texts/Literary works published by publishers with ISSN/ISBN numbers (for Arts/Social Sciences)**
For Film Studies:
Annotated work (of script or film) in Print/Multimedia format is also included

h) Editing of Volumes published by publishers with ISSN/ISBN numbers**

i) Full paper in Conference Proceedings

<table>
<thead>
<tr>
<th>Total</th>
</tr>
</thead>
</table>

* For publication in a refereed/Category A journal articles, the sole author gets 15. For co-authored papers, up to three (3) co-authors, each gets 10 marks. For four (4) or more co-authors, each gets 5 marks for refereed journal. For Category B journal articles these marks will be 10, 7 and 3 respectively. The marks shall further be augmented by the Screening/Selection Committee by the relevant impact factor of the journal (see Table below), wherever such impact factors are available. The authenticated impact factor list of the relevant journals shall be made available by the BOS/Academic Committee concerned.

**Importance of monographs/books/annotated editing works/edited volumes without any ISSN/ISBN shall be evaluated and be credited marks by the screening committee. Such marks shall be strictly less than the marks indicated above for monographs/books/annotated editing works/edited volumes published by national level publishers with ISSN/ISBN.

### Impact Factor Table

<table>
<thead>
<tr>
<th>Impact Factor (IF)</th>
<th>Augmentation of Marks (Addition to the base marks defined in the above Table)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Single author (100%)</td>
</tr>
<tr>
<td>0.5 &lt; IF ≤ 1</td>
<td>8</td>
</tr>
<tr>
<td>1 &lt; IF ≤ 2</td>
<td>12</td>
</tr>
<tr>
<td>2 &lt; IF ≤ 3</td>
<td>16</td>
</tr>
<tr>
<td>3 &lt; IF ≤ 5</td>
<td>20</td>
</tr>
<tr>
<td>IF &gt; 5</td>
<td>25</td>
</tr>
</tbody>
</table>
• For co-authored journal articles, the augmentation of marks (in columns 3 and 4) is based on the proportional sharing rule suggested in the main table (15:10:5 or 1: 0.66: 0.33) for refereed/category-A journals. The logic here is that the UGC applies impact factor (and augmentation of marks) for the Journal and the article published therein. The same proportionality rule shall be applied for category-B journals.

• Impact factor of journals change from one year to the next. Following principle shall be adopted for assigning impact factor of articles published in different years in the same journal:
  1. If the earliest year for which impact factor of Journal-X is 2001 (say), then all articles published in the year 2001 or before are assigned the impact factor of the journal for the year 2001.
  2. For articles published in Journal-X after 2001, the articles are assigned the impact factor of the journal for the respective years in which the articles were published.
  3. In case, the “date accepted” (as printed on the published article) and the actual date of publication of the article differ, the impact factor of the Journal-X for the “date accepted” shall be applicable.