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The following guidelines for direct recruitment of the Associate Professor/Professor have been recommended considering the UGC Notification, Dated 16 July, 2016 and the Government of West Bengal Memorandum [No. 516-Edn(U)/1U-91/10, Dated 16th May, 2017] on 'Recruitment Rules for Direct Recruitment of Associate Professor/Professor:

ASSIGNMENT OF WEIGHTAGES

For direct recruitment of Associate Professor/ Professor in university, the following weightages may be considered by the Selection Committees:

Minimum API Scores	Consolidated Minimum API Score required (Table-III plus Table-IV) for: Professor: 400 and Associate Professor:300
Selection Committee criteria / weightages (Total Weightages = 100)	a) Academic Record: (20%)* b) Research Performance (40%)** c) (i) Assessment of Domain Knowledge and Teaching skills (10%)- (<i>based on spot presentation</i>) and Table II d) Interview performance (30%)

Note: * *Academic Performance Indicator i.e API for Academic Records should be calculated based on Table-I (Table for Calculation of Academic Performance Indicator i.e API for Academic Records and should be normalised according to the following rule :*

Normalised API for Academic Records for Arts & Science = $20 \times \text{API} / 52$

Normalised API for Academic Records for Engineering = $20 \times \text{API} / 50$

**** *Academic Performance Indicator i.e API for Research Performance should be calculated based on Table-IV (Table for Calculation of Academic Performance Indicator i.e API for Research Performance and should be normalised according to the following rule :***

Normalised API for Research Performance = $40 \times \text{API} / (\text{Max. API obtained by a Candidate})$

***** *Academic Performance Indicator i.e API for Domain Knowledge should be calculated based on Table-I, Table-II and Table-IV and should be normalised according to the following rule :***

Normalised API for Domain Knowledge = $10 \times (\text{CAPI} / (\text{Max. CAPI obtained by a Candidate}))$

where $\text{CAPI} = \text{API (Table-I)} + \text{API (Table-II)} + \text{API (Table-IV)}$

Guidelines for Calculation of Academic Performance Indicator i.e API

Table-I :For Calculation of Academic Performance Indicator i.e API for *Academic Records*

QUALIFICATION	Marks assigned	% Marks obtained by the Applicant	API of the Applicant
10 th . Standard	At least 60%: % Marks obtained divided by 20		
	Below 60%: 1		
12 th . Standard	At least 60%: % Marks obtained divided by 20		
	Below 60%: 1		
*Graduation Arts/Humanities/Social Sciences(Honours/Major)	At least 50%: % Marks obtained divided by 10 Below 50%: 1		
*Graduation: Sciences(Honours/Major)	At least 50%: % Marks obtained divided by 10 Below 50%: 1		
Engineering & Technology (Graduation of 4-year duration) or equivalent Bachelor of Physical Education	At least 50%: % Marks obtained divided by 10 Below 50%: 1 At least 60%: % Marks obtained divided by 10 Below 60%: 1		
**Post Graduation (UGC/AICTE/NCTE/ CoA/PCI recognized) (In the subject as per Advertisement)	Arts/Humanities/Social Sciences/Sciences At least 55%: % Marks obtained divided by 10 Below 55%: 0		
	Engineering & Technology: At least 55%: % Marks obtained divided by 10 Below 55%: 0		
2-year M.Phil	2		
Ph.D awarded	15		
Ph.D submitted	8		
NET-JRF/UGC/State Govt/CSIR AICTE/Institute/Full time Project Fellowship	5		
Total API for <i>Academic Records</i> obtained			

*For Integrated Master Course, no credit will be given for the graduation degree

*For Integrated Master Course, marks obtained will be divided by 5 instead of 10.

NOTE: 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.

Table-II : For Calculation of yearly average of Academic Performance Index API for Teaching , Learning and Evaluation Related Activities and Domain Knowledge considering the total tenure in the existing position:

Category	Nature of Activity	Assistant Professor		Associate Professor		Professor		
		Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score	
a.	Direct Teaching	70	Actual hours spent per academic year ÷ 7.5	60	Actual hours spent per academic year ÷ 7.75	60	Actual hours spent per academic year ÷ 7.75	
b.	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.	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	
Total API obtained								

Table-III: For Calculation of consolidated Academic Performance Index API for Professional Development, Co-Curricular And Extension Activities

Category	Nature of Activity	Maximum API Score	ACTUAL SCORE [(Actual hours spent per academic year) / 10]
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, 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	
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	
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution) including participation in invited coaching and training in sports, attending coaching, training and officiating courses , act as games official, team manager or related other such activities preferably from district level onwards	15	
Total API for Professional Development, Co-Curricular and Extension Activities obtained:			

TABLE-IV: For Calculation of consolidated Academic Performance Indicator i.e consolidated API for Research Performance

The self-assessment API for *Research Performance* shall be based on verifiable records and shall be finalized by the screening /evaluation committee for the direct recruitment of Associate Professor/ 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*
II (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
II (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 In case of more than one author, score be divided equally among the authors.
		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.	Relevant 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 In case of more than one author, score be divided equally among the authors.
		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.	Relevant 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 In case of more than one author, score be divided equally among the authors.
		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 In case of more than one author, score be divided equally among the authors.
II (C)	*RESEARCH PROJECTS			
II (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
II (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, respectively

* PI (directly awarded by the funding agencies) will get the full credit and Co-PI will get 25% credit for the same

II(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	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
II(D)	RESEARCH GUIDANCE			
II(D)(i)	M.Phil./M.E/M.Tech/MCA/M.Arch/M. Pharm	Degree awarded	Degree awarded	5 per candidate
II(D)(ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	15/10 per candidate
II E	Fellowships, Awards and Invited lectures delivered in conferences / seminars			
II.(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
II.(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 maximum score of 15 for Associate Professor and 20 for Professor				
II.(F)	Development of e-learning delivery process/material 10 per module			
Total API obtained for <i>Research Performance</i>:				

Wherever relevant to any specific discipline, the API 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 author would share 35%, any one from Principal / corresponding author /supervisor / mentor would share equally 35% of the total points* and the remaining 30% would be shared equally by all other authors **with condition of at least 1 Score for each author.**

Declaration from the corresponding author be required with regard to the Principal Author / Supervisor / Mentor etc.

**If the first author or Corresponding author are the same person, the candidate should be given 70% of the total point of the paper. In case of two authored paper, if the first author and the corresponding author are not the same person, both of them will get 50% credit.*

Note: For Publications in Science and Engineering subjects, "Impact Factor" of 'Thomson Reuters' will be considered.