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GOVERNMENT OF ASSAM  
HIGHER EDUCATION DEPARTMENT  
DISPUR::GUWAHATI-6

Recirculated  
Dated Dispur the 25<sup>th</sup> June, 2012

NO.AHE.262/2012/13

OFFICE MEMORANDUM

Subject : Guidelines for Selection of Lecturer (Assistant Professor)/Librarian in Provincialised College of Assam as per UGC guidelines, excluding the criteria of awarding oral marks.

SELECTION PROCEDURE FOR THE POST OF ASSISTANT PROFESSOR

Qualifications for Direct Recruitment of Assistant Professor: (Reference-Clause 3.0.0/4.0.0//4.40/4.4.1 of the UGC Regulations, 30<sup>th</sup> June, 2010).

(Arts, Humanities, Science, Social Sciences, Commerce, Education, Languages, Law, Journalism and Mass Communication).

- i) Good Academic Record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale whenever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university;
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET;
- iii) Notwithstanding anything contained in sub-clause (i) and (ii) to this Clause 4.401, candidates who are, or have been awarded a Ph.D Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/College/Institutions;
- iv) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted;
- v) A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/Scheduled Tribe/Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record 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 procedure (clause-3.4.1);
- vi) A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph. D Degree holders, who have obtained their Master's Degree prior to 19<sup>th</sup> September, 1991 (Clause-3.5.0.);
- vii) The period of time taken by candidates to acquire M.Phil. and /or Ph.D Degree shall not be considered as teaching/ research experience to be claimed for appointment to the positions. (Clause-3.9.0.);

SELECTION COMMITTEE SPECIFICATION FOR ASSISTANT PROFESSOR IN COLLEGES INCLUDING PRIVATE COLLEGES: (Clause-5.1.0. and 5.1.4).

- (a) The Selection Committee for the post of assistant Professor in College including Private Colleges shall have the following composition:
  1. Chairperson of the Governing Body of the College or his/her nominee from among the members of the Governing Body to be the Chairperson of the selection committee;
  2. The Principal of the college;
  3. Head of the Department of the concerned subject in the college;

4. Two nominees of the Vice-Chancellor of the affiliating university of whom one should be a subject expert .In case of College notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the College ,of whom one should be a subject expert;
  5. Two subject experts not connected with the College to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned in case of Colleges notified/declared as minority educational institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the college out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.
  6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) To constitute the quorum for the meeting five of which at least two must be from out of the three subject-experts shall be present.

Conversion of UGC's guidelines for standarized marking procedure of all counts in terms of concrete marks against each item is as below:

It is hereby clarified that where the University/College/Institution declares results in grade points which is on a scale of seven, the following mechanism shall be applied by the Selection committee for conversion of grade points to equivalent percentage;

<u>Grade</u>	<u>Grade Point</u>	<u>Percentage Equivalent</u>
"O" Outstanding	5.50-6.00	75-100
"A"-Very Good	4.50-5.49	65-74
"B"-Good	3.50-4.49	55-64
"C"-Average	2.50-3.49	45-54
"D"-Below Average	1.50-2.49	35-44
"E"- Poor	0.50-1.49	25-34
"F" -Fail	0-0.49	0-24

**DISTRIBUTION OF MARKS:**

1) Academic Record and Research Performances

a) Academic Record (70 marks)

i) H.S.L.C or equivalent examination (15% of the total percentage of marks)	10 marks
11H.S.S.L.C or equivalent examination (15% of the total percentage of marks)	15 marks
12Degree a) 20% of the total percentage of marks in Hons/Major subjects for Hons/Major students. b) 20% of the total percentage of marks in General course students without Hons/Major	20 marks
13Master Degree (25%)	25 marks

b) Research Performance (25 marks)

i) Ph.D from UGC recognized/ and Govt. of Assam approved university (If the candidate has Ph.D Degree in addition to eligibility requirement of NET/SLET/SET. There will be no marks for the Ph.D Degree, if, it is counted in lieu of NET/SLET/SET.	7 marks
ii) M.Phil.Degree from UGC recognized and Govt. of Assam approved university	5 marks
iii) Research paper/article published with ISSN number and research based book with ISBN number. ( 2 marks for each publication subject to maximum 6 marks).	6 marks
iv) Chapter/ article published in research/ text book with ISBN number	2 marks
v) Presentation of papers in international/national Seminar, Workshop etc. (2 marks for each paper subject to maximum 5 marks). There shall be no marks only for attending seminar, Workshop etc. The Selection Committee may like to verify the Abstract volume to authenticate the presentation of paper.	5 marks

2) Teaching experience ( 5 marks)

a) Teaching Experience (1 mark for each completed year of service in an affiliated Govt. last Degree College subject to maximum 5 marks)	5 marks.
Total	100 marks.

All Faculties must have a Permanent Residence Certificate (PRC) and must know local languages.

*HS*

Sd/- (H.K.Sharma, IAS)

Commissioner & Secretary to the Govt. of Assam  
Higher Education Department

Dated Dispur the 25<sup>th</sup> June, 2012.

Memo NO.AHE.262/2012/13-A

Copy to :

1. The Director of Higher Education, Assam, Kahilipara, Guwahati-19 for information and follow-up action.
2. The Director of Education, BTC, Kokrajhar, BTAD, Assam for information and follow-up action.
3. All Principals of the Provincialised Colleges of Assam (both General and BTC area) for follow up action.
4. The President /General Secretary, ACTA, Assam , ACPA, for information.
5. Officer-on-Special Duty to Hon'ble Minister Education, Assam for information of the Hon'ble Minister Education, Assam.

By Order etc

*HS*  
25/6/12