



MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(Established under Haryana Act No.XXV of 1975)
'A+' Grade University accredited by NAAC

The Executive Council in its meetings held on 20.07.2023, 30.10.2023 and 30.12.2023 has approved the amendments/modifications to various Statutes, Ordinances and Rules & Regulations as per Annexure-1, 2 and 3, respectively. These amendments/modifications are being sent for keeping the record up-to-date.

REGISTRAR

Through email

Endst.No.AC-IV/CS/24/ 1742-1841 Dated: 30-01-2024

A copy of the above is forwarded to the following for information and necessary action:

1. The Secretary to Governor-Chancellor, Haryana Raj Bhavan, Chandigarh.
2. The Director, Higher Education, Haryana, Shiksha Sadan, Sector-5, Panchkula.
3. The Registrar, Kurukshetra University, Kurukshetra.
4. The Controller of Examinations, M.D.University, Rohtak.
5. University Librarian, Vivekananda Library, M.D.University, Rohtak.
6. The Dean, Students' Welfare, M.D.University, Rohtak.
7. All the Heads of the University Teaching Departments, M.D.University, Rohtak.
8. The Chief Warden (Boys), M.D.University, Rohtak.
9. The Chief Warden (Girls), M.D.University, Rohtak.
10. All the Branch Officers, M.D.University, Rohtak.
11. The Joint Director (Audit), M.D.University, Rohtak.
12. The Director, University Computer Centre, M.D.University, Rohtak. He is requested to kindly upload the same on the University website at appropriate place.
13. OSD to Vice-Chancellor/Registrar, M.D.University, Rohtak.
14. AC- VI Set, Academic Branch, M.D.University, Rohtak.

R. Singh
30/1/2024
Incharge (Academic)
for Registrar

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MAHARSHI DAYANAND UNIVERSITY ROHTAK

Meetings of the Executive Council held on 20.07.2023, 30.10.2023 and 30.12.2023.

ANNEXURE- A/1**STATUTES**

1. The assent accorded by the Hon'ble Governor-Chancellor, M.D. University, Rohtak with regard to amendment to the Statute-26 "Departments" and Statute-27 "Assignment of Departments of Studies to Faculties" of M.D. University Act, 1975 relating to change of name of 'Institute of Public Health' to that of 'University Institute of Public Health Sciences' vide letter No. HRB-UA-29(2)-02/3298 dated 25.04.2023 (Appendix C/1 page 1) and the same stands notified to all concerned on 09.06.2023 (Appendix C/2 page 2).

[E.C. Reso. No. 3 of 20.07.2023]

2. The assent accorded by the Hon'ble Governor-Chancellor, M.D. University, Rohtak with regard to amendment to the Statute-32 (read with Statute-9) and the Statute-13 of M.D. University Act as resolved by the Executive Council under Resolution No. 67 in its meeting held on 19.12.2022 vide letter No. HRB-UA-29(2)-02/3298 dated 25.04.2023 (Appendix C/3 page 3) and stands notified to all concerned vide notification dated 30.05.2023 (Appendix C/4 pages 4-6).

[E.C. Reso. No. 4 of 20.07.2023]

3. Assent accorded by the Hon'ble Governor-Chancellor, M.D. University, Rohtak with regard to amendment to the Statute -22 "Selection Committee for Appointments" (Appendix C/5 pages 7-10) and Guidelines Issued by the State Govt. with regard to Appointment of Teachers and other Academic Staff including Librarians and Directors of Physical Education and Sports in Universities and Colleges vide Memo No. 7/79-2017 C-IV(3) dated 11.11.2022 and referred the same to the Executive Council in its meeting held on 19.12.2022 (Appendix C/6 pages 11-59).

[E.C. Reso. No. 53(24) of 20.07.2023
and 14 of 17.01.2023]


Incharge (Academic)
for Registrar 

ANNEXURE- A/2

RULES & REGULATIONS

4. Fixing the rates as recommended by the Committee constituted by the Vice-Chancellor for letting the University buildings used for examinations/tests of outside agencies:

1. That the University may charge the infrastructure as well as remuneration rates already prescribed by the reputed National Test Agencies such as NTA, CBSE, AICTE etc. or any of State Govt. Agencies for Offline as well as Online mode of Tests/Examinations, to be conducted by these agencies.
2. If the infrastructure rates are not prescribed in case of an outside test conducting agency, the charges for different modes of examinations may be as under:

Offline Mode	<ol style="list-style-type: none"> i. Infrastructure Charges: Rs. 30/- per candidate ii. Stationery Charges: Rs. 30/- per Candidate iii. Printing Centre Material Charges: Rs 10/- per candidate
Online Mode	Rs. 100/- per candidate per session. [includes charges related to Infrastructure, Stationery, Diesel for genset, Printing, CCTV, etc.]
Note:	These rates may be revised after every 3 years.

3. If the remuneration rates are not prescribed in case of an outside test conducting agency, the payment to the staff on duty for different modes of examinations may be as under:

	Designation*	Rate (in Rupees)
Offline Mode	Supdt-in-Chief	2000/- per session
	Observer	2000/- per session
	Centre Superintendent	1500/- per session
	Dy. Centre Superintendent	1250/- per session
	Invigilator/Asstt. Supdt	1000/- per session
	Centre Clerk	800/- per session
	Security Guard/House Keeper	600/- per session
	Electrician/Generator Operator	800/- per session
	Waterman/Daftri	600/- per session
	* Including equivalent Post and appointing norms of MDU Entrance Test	

Online Mode	Designation*	Rate (in Rupees)
	Venue Head (one):	2000/- per session
	Invigilator/Test Administrator @ 1:25 seats	1000/- per session
	IT System/Network Administrator @ 1:50 seats	1000/- per session
	Electrician/Generator Operator @1:100	800/- per session
	Security Guard/House Keeper @1:150	600/- per session.
	* Including equivalent Post	

[E.C. Reso. No. 37 of 20.07.2023]

5. Revision of rates of printing of question papers/question booklet as mentioned below:

Sr. No.	Particulars of Job/ Item	Existing rates in Rs.	Proposed rates in Rs.
(A) FOR QUESTION PAPERS:			
1.	Composing, proof reading, printing, folding, pasting/ stitching/ binding (for 1 st 100 copies or part thereof)	60.00 per page	65.00 per page
2.	Subsequent 100 copies or part thereof	18.00 per page	19.50 per page
(B) FOR BOOKLET TYPE QUESTION PAPERS:			
3.	Composing, proof reading, printing, folding, pasting/ stitching/ binding (for 1 st 100 copies or part thereof)	102.00 per page	112.00 per page
4.	Subsequent 100 copies or part thereof	30.00 per page	33.00 per page
5.	Sticker - pasting & numbering, including the cost of sticker with a printed word "SEAL" thereon	3.00 per booklet	3.00 per booklet

(C) APPLICABLE TO BOTH (A-1) AND (B-3) ABOVE:			
6.	Additional charge to be levied on the above rates for languages other than Hindi & English as also for Maths, Physics, Chemistry & Engineering Papers	15.00 per page	15.00 per page
7.	Designing i) Small design ii) Big design	40.00 per design 60.00 per design	40.00 per design 60.00 per design
8.	Packing into double envelopes (Inner Kraft and outer cloth-lined) with sealing	20.00 per pkt.	22.00 per pkt.
9.	Bulk packing into corrugated box, duly packed in gunny/ poly bag and Centre-wise packing	85.00 per Cartoon/ bag	92.00 per Cartoon/ Bag wherever needed
10.	Cost of paper (18" X 23" – 60 GSM), including wastage Brands: Century/JK/Star/Ballarpur	715.00 per ream	900.00 per ream
11.	Translation charges	22.00 per question	24.00 per question
12.	GST	As applicable	As applicable
13.	Delivery/ Freight and Collection charges	Actual	<ol style="list-style-type: none"> 1. Truck – Rs. 45/- per kilometer or Actual whichever is less (only one side-truck fare from printer to University will be paid). 2. Taxi – Rs. 16/- per kilometer or as per University norms, whichever is less 3. By train – Actual fare upto 3rd A.C.
<p>NOTE: 1. Payments on submission of bills, along-with a copy of each and every Question papers(duly serial-wise bound)/ question booklets after Examination(s) is/ are over.</p> <p>2. In case of mistake in the question paper, deduction from the amount of current/ subsequent bill(s) will be made as per the discretion of the</p>			

University authorities, which will not be less than Rs.2500/- for a question paper, besides any other action.

NOTE:

THE ABOVE RATES OF REVISION WOULD BE EFFECTIVE FROM 17.05.2023 AND WILL BE APPLICABLE FOR MINIMUM OF THREE YEARS IN THE FIRST INSTANCE, WHICH MAY BE EXTENDABLE FOR FURTHER TWO YEARS.

[E.C. Reso. No. 38 of 20.07.2023]

6. Selection Criteria for engagement of Assistant Professor (on Contract) based on UGC Guidelines and in light of the instructions dated 03.07.2023 of State Government (Appendix C/7 pages 60-61).

NOTE GIVEN UNDER THE TABLE REGARDING COMPONENT-WISE WEIGHTAGE FOR ASSESSING THE PERFORMANCE BE REPLACED WITH THE FOLLOWING NOTE:

NOTE:

THE CANDIDATES FAILING TO SECURE AT LEAST 50% MARKS IN THE ENTRANCE TEST AND 50% MARKS FOR THE PERFORMANCE IN THE INTERVIEW WILL NOT BE CONSIDERED SUITABLE FOR CONSIDERATION OF SELECTION.

[E.C. Reso. No. 42 of 20.07.2023 and 1(42) dated 30.10.2023]

7. Qualifications and Selection Criteria in respect of various non-teaching posts of Group (s) A, B, C & D for direct recruitment and for the post of Section Officer, Accounts Officer (DDE), Lecturer (School Cadre)-English & Biology, TGT-Work Experience, Mathematics & English and Security Guard for budgeted posts (Appendix C/8 pages 62-78).

[E.C. Reso. No. 43 of 20.07.2023]

8. Lol/MoA between M.D.University, Rohtak and Tata Community Initiatives Trust, New Delhi for Tata Strive Google Scholarship Program (Appendix C/9 pages 79-80).

[E.C. Reso. No. 53(2) of 20.07.2023]

9. Rules for award of Gold Medal in the memory of 'Shaheed Naib Subedar Sultan Singh' (Appendix C/10 pages 81-84).

[E.C. Reso. No. 53(4) of 20.07.2023]

10. Memorandum of Understanding (MoU) signed between Bengaluru North University, Kolar and M.D.University, Rohtak for a period of five years (Appendix C/11 pages 85-88).

[E.C. Reso. No. 53(20) of 20.07.2023]

11. Memorandum of Understanding (MoU) signed between ICAR-Central institute of Post-Harvest Engineering and Technology (ICAR-CIPHET), Ludhiana and M.D.University, Rohtak for a period of three years (Appendix C/12 pages 89-95).

[E.C. Reso. No. 53(21) of 20.07.2023]

12. Renewal of Memorandum of Understanding (MoU) signed between Forensic Science Laboratory, New Delhi and M.D.University, Rohtak for a period of three years (Appendix C/13 pages 96-100).

[E.C. Reso. No. 53(22) of 20.07.2023]

13. Memorandum of Understanding (MoU) signed between Institute of Hotel Management, Pusa, New Delhi and M.D.University, Rohtak for a period of three years (Appendix C/14 pages 101-105).

[E.C. Reso. No. 53(31) of 20.07.2023]

14. Devising of Self-Assessment-cum-performance appraisal forms for teacher for adherence to the Appendix-II Table 1, 2, 3A, 3B, 4 and 5 specified in the State Govt. regulations dated 11.11.2022 and to devise the application form for applying for promotion under CAS (Appendix C/15 pages 106-169).

[E.C. Reso. No. 53(32) of 20.07.2023]

15. Institutional Development Plan of the University as per the requirement of the NEP 2020 (Appendix C/16 pages 170-201).

[E.C. Reso. No. 53(33) of 20.07.2023]

16. Amendment in point No. 3 b (ii) of E.C. Reso. No. 42 dated 31.12.2021 and E.C. Reso. No. 29 dated 18.07.2022 regarding relaxation in upper age limit for Assistant Professor in SFS Colleges/Institutes (Degree, Education, Management, Engineering, Architecture, Law etc.):

EXISTING	PROPOSED
E.C. Reso. 42. Dated 31.12.2021 3(b)-	
i) Minimum age for entry in the service of College/Institute - Not below the age of 18 years.	i) No change
ii) Maximum age for appointment of Assistant Professor in SFS Degree Colleges shall be the same as in case of Govt. Aided Pvt. College as per DGHE guidelines received from time to time.	ii) Maximum age for appointment of Assistant Professor in Govt. Aided Pvt. College as per DGHE guidelines received from time to time. Maximum age for appointment of Assistant Professor in SFS Colleges/Institutes (Degree, Education, Engineering, Management, Architecture, Law etc.) as well as SFS programs in Govt. Aided Private Degree and Education Colleges shall be 50 years.
iii) The age of retirement for Associate Professor/Professor in S.F.S. Degree College(s)/Institute(s) shall be 70 years.	iii) No change
iv) The age of retirement for Principal in S.F.S. Degree College(s)/Institute(s) shall be 65 years.	iv) No change
v) There shall be no maximum age for entry in S.F.S. College(s)/Institute(s) for the post of Associate Professor/Professor/Principal subject to	v) No change

<p>provision in point No. iii & iv below.</p> <p>vi) In S.F.S. Degree Colleges, rules regarding age relaxation shall be applicable as applicable in case of Govt. Aided Private Colleges of Haryana State.</p> <p>XXXX XXXX</p>	<p>vi (a) In S.F.S. Colleges/Institutes, rules regarding age relaxation shall be applicable as applicable in case of Govt. Aided Private Colleges of Haryana State.</p> <p>vi(b) In case the candidate has worked in S.F.S. Colleges/Institutes or S.F.S. Programs in Govt. Aided Pvt. Colleges, a relaxation equal to the number of years of service put in by the candidate against S.F.S. post on regular basis as Assistant Professor/Associate Professor/ Professor appointed through duly constituted Selection Committee(s) and his/her appointment is duly approved by the concerned State/Central University.</p>
<p>E.C. Reso. No. 29 dated 18.07.2022 “The relaxation in upper age limit may be granted to all such candidate(s), who have worked on regular basis as Assistant Professor/ Associate Professor/ Professor appointed through duly constituted Selection Committee(s), and his/her appointment is duly approved by the concerned State/Central University. This relaxation would be equal to the number of years of service put in by the candidate against SFS/Govt. Aided post as on last date of application. This provision in relaxation of age shall be applicable in case of all SFS (Degree, Education, Engineering, Management, Architecture and Law) Colleges/ Institutions as well as for programs being conducted under SFS in other Govt. Aided Colleges.”</p>	<p>Modified and Incorporated as vi (b) above.</p>

[E.C. Reso. No. 53(37) of 20.07.2023]

17. Guidelines for Establishment of MDU Research and Development Cell and its Functions (Appendix C/17 pages 202-209).

[E.C. Reso. No. 53(39) of 20.07.2023]

18. Fee Structure of 4-Year Integrated Teacher Education Program to be run by the Department of Education from the session 2023-24 and Fee Structure of Hostel Fee for Boys and Girls Hostels (Appendix C/18 pages 210-211).

[E.C. Reso. No. 56 of 20.07.2023]

19. Rules for Allotment of Residential Accommodation Appendix C/19 pages 212-220.

[E.C. Reso. No. 58 of 20.07.2023 and 1(58) & 28 of 30.10.2023]

20. Fee Structure of M.Sc. Mathematics (SFS) final year from the session 2023-24 and Fee Structure of BBA and BCA Programs for Somany Institute of Technology and Management, Rewari (Appendix C/20 page 221).

[E.C. Reso. No. 60 of 20.07.2023]

21. Fee Structure with regard to change in fee/ funds to be deposited by the Colleges/ Institutes affiliated to the M.D. University, Rohtak (Appendix C/21 pages 222-233).

[E.C. Reso. No. 19 of 30.10.2023]

22. Fee Structure of the following (Appendix C/22 pages 234-235):

1. That the fee for B.Tech., M.Tech. and BCA programs being run in the UIET may be charged in two instalments as per past practice.
2. That the change in Sports Registration Fee from Rs. 200/- to 300/- per annum for UTDs/Institutes/ Colleges affiliated to M.D. University, Rohtak may be made applicable from the next Academic Session i.e. 2024-25. In case of Colleges/Institutes, Rs. 200/- has to be remitted to the University. The Sports Registration Fee will be remitted at the time of submission of Registration Return (RR).
3. That fee for the Diploma Program in Drug Regulatory Affairs introduced in the Department of Pharmaceutical Sciences may be charged Rs. 10,000/- per semester.

[E.C. Reso. No. 20 of 30.10.2023]

23. Corrections/clarifications/incorporations made in Chapter-7 of University Calendar Vol. III (Appendix C/23 pages 236-299):

1. **Assessment Criteria and Methodology – Point No.4.1 at Page No. 16**

Existing	Amended
(a) Tables 1 to 3 of Appendix II are applicable to the selection of Assistant Professors/ Associate Professors/ Professors/Senior Professor in Universities and Colleges;	(a) Tables 6 to 7 of Annexure-B are applicable to the Assistant Professors/ Associate Professors/ Professors/Senior Professor in Universities and Colleges for promotion under Career Advancement Scheme;
(b) Table 4 of Appendix II is applicable to Assistant Librarians/ College Librarians and Deputy Librarians for promotion under Career Advancement Scheme; and	(b) Table 8 of Annexure-B is applicable to Assistant Librarians/ College Librarians and Deputy Librarians for promotion under Career Advancement Scheme; and
(c) Table 5 of Appendix II is applicable to Assistant Directors/ College teachers of Physical Education sports and Deputy Directors/Directors of Physical Education and Sports for promotions under Career Advancement Scheme	(c) Table 9 of Annexure-B is applicable to Assistant Directors/ College teachers of Physical Education sports and Deputy Directors/Directors of Physical Education and Sports for promotions under Career Advancement Scheme

2. **Stages of promotion under the Career Advancement Scheme of incumbent and newly-appointed Assistant Professors /Associate Professors/ Professors – Point No. 4.4 (A to E) – 1 at Page No. 26**

Existing	Amended
Every Assistant Professor / Associate Professor / Professor at the time of submitting any research paper for any purpose, shall submit an undertaking, indicating that the document has been prepared by him / her and the document is his / her original work with Level 0 (zero) Plagiarism i.e. similarity upto 10% as per UGC Regulations, 2018	Every Assistant Professor / Associate Professor / Professor at the time of submitting any research paper for any purpose, shall submit an undertaking, indicating that the document has been prepared by him / her alongwith co-author(s) and the document is an original work with Level 0 (zero) Plagiarism i.e. similarity upto 10% as per UGC Regulations, 2018

3. *Methodology for University and College Teachers for calculating Academic/Research Score – Table 2 at Page No. 35*

Existing	Amended
<p>Appendix II (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.</p>	<p>Appendix II (b) More than two authors: 70% of total value of publication for the First/Principal / Supervisor / Co-supervisor /Corresponding author and 30% of total value of publication for each of the joint authors.</p> <p>Appendix II (c) For Publications other than Research Paper, 70% of total value of Publication for each author in case of two authors and 30% of total value of publication in case of more than 2 authors. However, first/corresponding author will get 70% marks irrespective of total number of authors</p>
<p>Note (Bullet 4) The research score shall be from the minimum of three categories out of six categories</p>	<p>Note (Bullet 4) The research score shall be from atleast three categories out of six categories</p>

4. *Application form for promotion of teachers under Career Advancement Scheme - Annexure-A at Page No. 44*

Existing	Amended
<p>17 (a) X XX (b) X XX (c) X XX</p>	<p>17 (a) X XX (b) X XX (c) X XX (d) Number of candidates who have been awarded Ph.D. during assessment period</p>

5. Annual Performance Assessment Report for Promotion under Career Advancement Scheme (CAS) - Annexure-B, Table 6 – Note at Page No. 48 (2nd Bullet)

Existing	Amended
At the time of Internal Screening Committee, all the records related to claims must be produced before the convener of the committee	At the time of Internal Screening Committee, all the records related to claims/ verification by the concerned HOD must be produced before the convener of the committee

6. Assessment of Academic / Research Score - Annexure B, Table 7 at Page No. 52,54 & 55

Existing	Amended																												
(Note 1) 2 (b) For more than two authors: 70% of total value of publication for the First / Principal / Corresponding author and 30% of total value of publication for each of the joint authors	(Note 1) 2 (b) For more than two authors: 70% of total value of publication for the First / Principal / Supervisor/Co-Supervisor /Corresponding author and 30% of total value of publication for each of the joint authors																												
	2 (c) For Publications other than Research Paper, 70% of total value of Publication for each author in case of two authors and 30% of total value of publication in case of more than 2 authors. However, first/corresponding author will get 70% marks irrespective of total number of authors																												
Note (Bullet 4) The research score shall be from the minimum of three categories out of six categories	Note (Bullet 4) The research score shall be from atleast three categories out of six categories																												
Annexure – 1 at Page 54	Annexure – 1 at Page 54																												
<table border="1"> <thead> <tr> <th>Sr.No.</th> <th>Title of the Paper</th> <th>Name of the Journal</th> <th>Authors</th> <th>Score</th> <th>Page No.</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Sr.No.	Title of the Paper	Name of the Journal	Authors	Score	Page No.							<table border="1"> <thead> <tr> <th>Sr.No.</th> <th>Title of the Paper</th> <th>Name of the Journal with Volume/ Page No. and Year</th> <th>Author(s)</th> <th>Impact Factor, if any</th> <th>Score</th> <th>Page No.</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Sr.No.	Title of the Paper	Name of the Journal with Volume/ Page No. and Year	Author(s)	Impact Factor, if any	Score	Page No.									
Sr.No.	Title of the Paper	Name of the Journal	Authors	Score	Page No.																								
Sr.No.	Title of the Paper	Name of the Journal with Volume/ Page No. and Year	Author(s)	Impact Factor, if any	Score	Page No.																							
Annexure – 4 at Page 55 4 (a) Research Guidance	Annexure – 4 at Page 55 4 (a) Research Guidance																												
<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Class</th> <th>Name of University</th> <th>Particulars Of Researcher</th> <th>Score</th> <th>Page No.</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Sr. No.	Class	Name of University	Particulars Of Researcher	Score	Page No.							<table border="1"> <thead> <tr> <th rowspan="2">Sr.No.</th> <th rowspan="2">Programme</th> <th rowspan="2">Name of University</th> <th colspan="2">No. of students supervised</th> <th rowspan="2">Score</th> <th rowspan="2">Page No. for relevant proof / detail</th> </tr> <tr> <th>Thesis submitted</th> <th>Degree awarded</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Sr.No.	Programme	Name of University	No. of students supervised		Score	Page No. for relevant proof / detail	Thesis submitted	Degree awarded							
Sr. No.	Class	Name of University	Particulars Of Researcher	Score	Page No.																								
Sr.No.	Programme	Name of University	No. of students supervised		Score	Page No. for relevant proof / detail																							
			Thesis submitted	Degree awarded																									

7. Assessment Criteria and Methodology for Librarians Annexure-B, Table 8 Page No. 57

Existing	Amended
<p>3. If library has a computerized database OR Good – 100% of physical books and journals in computerized database.</p>	<p>3. If library has a computerized database <i>then</i> Good – 100% of physical books and journals in computerized database. Satisfactory – At least 99% of physical books and journals in computerized database. Unsatisfactory – Not falling in above two categories OR If Library does not have a computerised database then Good – 100% Catalogue database made up to date Satisfactory – 90% Catalogue database made up to date Unsatisfactory – Catalogue database not upto mark. (To be verified in random by the CAS Promotion Committee) Grading Criteria : Good: Checked inventory and missing book less than 0.5% Satisfactory – Checked inventory and missing book less than 1% Unsatisfactory – Did not check inventory OR Checked inventory and missing books 1% or more.</p>
<p>4. Satisfactory – At least 99% of physical books and journals in computerized database. Unsatisfactory – Not falling in above two categories OR Good – 100% Catalogue database made up to date</p>	<p>4. <i>Checking inventory and extent of missing books</i> i) Good: Checked inventory and missing books then 0.5% ii) Satisfactory: Checked inventory and missing book less than 1% iii) Unsatisfactory: Did not check inventory OR Checked inventory and</p>

<p>Satisfactory – 90% Catalogue database made up to date Unsatisfactory – Catalogue database not upto mark. (To be verified in random by the CAS Promotion Committee)</p> <p>Grading Criteria : Good: Checked inventory and missing book less than 0.5% Satisfactory – Checked inventory and missing book less than 1% Unsatisfactory – Did not check inventory Or Checked inventory and missing books 1% or more.</p>	<p>missing books 1% or more.</p>
--	----------------------------------

8. ***The last page of the proforma for ASAR i.e. Annexure-'C' may be allowed to be modified as under.***

9. **Extension work/Social/Community outreach activities:-**

Please give a short account of your contribution to:

a. Co-Curricular Activities

b. Enrichment of campus life (Hostels, Sports, and Cultural activities)

c. Student welfare and discipline

10. **Brief assessment of performance**

d. Contribution to University/Department activities / Corporate governance

e. Any other

11. **Any other information** about contribution not covered above and which is relevant to a proper assessment of activities.

12. How do you rate yourself on the basis of above Self Appraisal Report on a 10 points scale:

Note: Please attach separate sheet wherever necessary

I certify that the information given above is correct and factual to the best of my knowledge and belief.

Signature of the Faculty Member

Date ___/___/___

Forwarded with observations, if any

Signature of the Head of the Department

Date ___/___/___

NOTE:

THE FOLLOWING MODIFICATIONS BE MADE:

- i) THE WORDS 'SENIOR PROFESSOR' APPEARING IN POINT NO. 4.1. (PAGE NO. 16 OF AMENDED CHAPTER-7) BE DELETED.
- ii) THE WORDS 'CONVENER OF' APPEARING IN 2ND BULLET IN THE NOTE GIVEN AT THE BOTTOM OF THE TABLE 6 (PAGE NO. 48 OF AMENDED CHAPTER-7) BE DELETED.
- iii) THE CONTENTS UNDER AND INCLUDING THE HEADING AT THE END OF SR. NO. 3 OF TABLE 8 (PAGE NO. 58 OF CHAPTER-7) BE DELETED AND THE HEADING 'GRADING CRITERIA' BE INSERTED AFTER THE WORDS 'IF LIBRARY HAS A COMPUTERIZED DATABASE THEN' APPEARING IN SR. NO. 3 OF TABLE 8 (PAGE 57 OF CHAPTER-7).

[E.C. Reso. No. 21(1) of 30.10.2023]

24. Rules for award of "Chaudhary Sarup Lal Gulia & Bharpai Devi Merit Scholarship" (Appendix C/24 pages 300-301).

[E.C. Reso. No. 21(10) of 30.10.2023]

25. Annual Report Proforma, Guidelines for publication of an edited book and Roles & Responsibilities of the Chairs established in MDU, Rohtak (Appendix C/25 pages 302-305).

NOTE:

THE 'BOOKS EDITED/TRANSLATED BOOKS' BE ALSO INSERTED IN THE HEADING FOR POINT NO. 3 OF SECTION B OF THE PROFORMA FOR ANNUAL REPORT OF THE CHAIR.

[E.C. Reso. No. 21(20) of 30.10.2023]

26. Amendments in Clause-6 "IPR Administration" and Clause -7 "Procedure for Obtaining IPR through MDU, Rohtak" of the existing IPR Policy (Appendix C/26 pages 306-327 and Appendix C/27 pages 328-330).

[E.C. Reso. No. 21(25) of 30.10.2023]

27. Guidelines for engaging Professor of Practice in the University (Appendix C/28 pages 331-334)

NOTE:

THE MODIFICATION IN SECTION 6(c) BE MADE AS UNDER:

THAT THE SELECTION COMMITTEE SHOULD ALSO CONSIST OF DEAN OF THE CONCERNED FACULTY & HEAD OF THE CONCERNED DEPARTMENT OR DEAN & HEAD OF THE RELEVANT FACULTY/ DEPARTMENT TO BE NOMINATED BY THE VICE-CHANCELLOR.

[E.C. Reso. No. 21(27) of 30.10.2023]

28. Eligibility for teaching assignments and other academic activities and honorarium/remuneration thereof for engaging Serving/Retired Teachers/ Corporate/Administrative Professionals, Ph.D. Scholars/Ph.D. degree holders and Master Programme students of the Technical/ Professional courses (Appendix C/29 pages 335-338).

NOTE:

THE MODIFICATIONS IN THE FOLLOWING CLAUSES BE MADE:

CLAUSE 3(B)

THE SENTENCE 'RS. 5000/- PER HOUR SUBJECT OF A MAXIMUM OF RS. 10000/- PER DAY' BE REPLACED WITH 'RS. 5000/- PER HOUR SUBJECT TO MAXIMUM OF RS. 10000/- PER DAY AND SUBJECT TO MAXIMUM OF 3 DAYS IN A WEEK AND MAXIMUM OF 8 DAYS IN A MONTH'.

CLAUSE 6

THE UPPER LIMIT BE FIXED AS RS. 50000/- PER MONTH FOR ALL EXCEPT RESEARCH SCHOLARS.

CLAUSE 7

THE LAST SENTENCE BE REPLACED WITH THE FOLLOWING SENTENCE:

"FOR 2(i) AND 2(iii), THE ENGAGEMENT MAY BE MADE UNDER 'SALARY HEAD'".

FURTHER THE UPPER LIMIT FOR ENGAGING DEAF TEACHER, MASTER TRAINER AND INTERPRETERS AS RESOURCE PERSON ON LECTURE BASIS AS RESOLVED VIDE EXECUTIVE COUNCIL RESOLUTION NO. 27 DATED 17.01.2023 BE FIXED AS RS. 40000/- PER MONTH.

[E.C. Reso. No. 22 of 30.10.2023]

29. Rules for purchase of various IT products/or devices of similar categories for the use of University Officers in line with the directions issued by the State Government (Appendix C/30 pages 339-350):

Sr	Item	Entitled Categories	Limit (in Rs.)
1	Laptops/NoteBook/UltraBook ChromeBook/ Convertible/ NotepadPhablet or devices of similar categories	Vice-Chancellor	100,000/-
		Dean Academic Affairs, Registrar	75,000/-
		Statutory Officers/ HoD's/ Directors	50,000/-
2	Desktop/ All in one	Vice-Chancellor	70,000/-
		Dean Academic Affairs, Registrar	50,000/-
		Statutory Officers/ HoD's/ Directors	40,000/-
3	Laser Printer-cum-scanner-cum fax-cum-photocopier (Multifunctional devices)	Vice-Chancellor	21,000/-
		Dean Academic Affairs, Registrar	18,000/-
	Laser Printer	Statutory Officers/ HoD's/ Directors	10,000/-
4	UPS	All Categories	5500/-

NOTE:

NORMALLY THE ABOVE LIMIT WILL BE APPLICABLE, HOWEVER, IN CASE OF SPECIFIC REQUIREMENT, THE VICE-CHANCELLOR BE AUTHORISED TO RELAX THE LIMITS AS ABOVE.

[E.C. Reso. No. 25 of 30.10.2023]

30. Appointment of Ombudsperson (Appendix C/31 pages 351-358) and Mechanism for Redressing Grievance of Students in light of UGC Guidelines (Appendix C/32 pages 359-362).

NOTE:

THE EXPENSES FOR OMBUDSPERSON, IF COMPLAINT IS SUBMITTED TO HER AFTER EXHAUSTING OTHER CHANNELS, BE BORNE BY THE CONCERNED COLLEGE TO WHICH THE COMPLAINT PERTAINS TO.

FURTHER THE VICE-CHANCELLOR BE AUTHORISED FOR MAKING ANY REQUIRED AMENDMENTS IN THE MECHANISM AND A MODEL FORMAT FOR DEVELOPING MECHANISM BE DEvised BY THE DIRECTOR, IQAC FOR SENDING THE SAME TO THE COLLEGES WHICH WILL HELP THE COLLEGES TO DEVISE THEIR OWN MECHANISM.

[E.C. Reso. No. 05 of 30.12.2023]

31. Revised Annual Confidential Report Proforma to bring parity of rating in calculation in global score proficiency in r/o each post of Engineering Cell of this university as per Appendix C/33 pages 363-369.

[E.C. Reso. No. 07 of 30.12.2023]

32. Instructions of the State Government regarding the maximum age limit in recruitment for various Teaching and Non-Teaching posts issued vide Memo.No.18/86-2023 UNP (1) dated 21.11.2023 (Appendix C/34 page 370).

NOTE:

THE DECISION OF THE STATE GOVERNMENT REGARDING THE MAXIMUM AGE LIMIT IN RECRUITMENT FOR VARIOUS TEACHING AND NON-TEACHING POSTS ISSUED VIDE MEMO.NO.18/86-2023 UNP (1) DATED 21.11.2023 BE APPROVED ONLY FOR THE ENTRY LEVEL POSTS IN TEACHING I.E. ASSISTANT PROFESSORS AND FOR CLASS C AND D IN CASE OF NON-TEACHING POSITIONS.

[E.C. Reso. No. 18 of 30.12.2023]

33. Selection Procedure for appointment of Associate Professor and Professor in the University Teaching Departments/Institutes of the University (Appendix C/35 pages 371-374).

NOTE:

M.PHIL MAY BE CONSIDERED AS VALID QUALIFICATION ONLY UP TO THE ACADEMIC SESSION ALLOWED BY THE UGC.

[E.C. Reso. No. 22 of 30.12.2023]


Incharge (Academic)
for Registrar 

ORDINANCES

34. UGC guidelines dated 13.04.2023 for pursuing two Academic Programs simultaneously and amendment in clause-13 of the Ordinance for General Rules of Examinations in view of NEP 2020:

EXISTING	PROPOSED
<p>Clause-13</p> <p>A student can pursue two programmes simultaneously through distance or combination of distance and regular modes from the same or different University(ies)/Institution(s) in various combinations, viz.</p> <p>(a) One Degree and one Diploma/Post Graduate Diploma/Advanced PG Diploma Certificate</p> <p>(b) One Post Graduate Diploma and one Diploma/Certificate</p> <p>(c) One Diploma and one Certificate</p> <p>(d) Two Post Graduate Diplomas</p> <p>(e) Two Diplomas</p> <p>(f) Two Certificates</p> <p>Two Degree Programmes cannot be allowed to be pursued simultaneously. However, the bar shall not apply to a candidate appearing in an examination of the University for passing re-appear papers or for improvement of division/result or for additional subject. The bar shall also not apply to a candidate who has completed course of duration and the examination of that course is not held in time due to unavoidable reason(s).</p>	<p>Clause-13</p> <ol style="list-style-type: none"> 1. A student can pursue two full time academic programmes in physical mode provided that in such cases, class timings for one programme do not overlap with the class timings of the other programmes. However, such Program (s) will only be started after conducting feasibility study. 2. A student can pursue two academic programmes, one in full time physical mode and another in Open and Distance Learning (ODL)/Online mode; or up to two ODL/Online Programmes simultaneously. 3. Degree or diploma programmes under ODL/Online mode shall be pursued with only such HEIs which are recognized by UGC/Statutory Council/Govt. of India for running such programmes. 4. Degree or Diploma Programmes under these guidelines shall be governed by the Regulations notified by the UGC and also the respective statutory/ professional councils, wherever applicable. <p>Note:</p> <p>(i) The above guidelines shall be applicable only to the students pursuing academic programmes other than the Ph.D. Programmes.</p> <p>(ii) The bar shall not apply to a candidate appearing in an</p>

	<p>examination of the University for passing re-appear papers or for improvement of division/result or for additional subject. The bar shall also not apply to a candidate who has completed course of duration and the examination of that course is not held in time due to unavoidable reason(s).</p>
--	--

[E.C. Reso. No. 35 of 20.07.2023]

35. Ordinance of Admission Committee (Appendix C/36 page 375).

[E.C. Reso. No. 53(18) of 20.07.2023]

36. Change of duration of the following Programs applicable w.e.f. the session 2023-24, as under, in view of the new curriculum framework as per NEP 2020:

- 1. Bachelor of Computer Application from 3 years to 4 years**
- 2. Master of Fine Arts (Painting) from 6 years to 5 years**

[E.C. Reso. No. 53(19) of 20.07.2023]

**37. (1) Curriculum and Credit Framework for Under Graduate programs (CCFUGP)
(2) Curriculum and Credit Framework for Five Year Integrated Programs (CCFYIP)
and (3) Ordinance for Curriculum and Credit Framework for Five Year Integrated Programmes (CCFYIP) under NEP-2020 (4) Ordinance for Curriculum and Credit Framework for Four Year Undergraduate Programme (CCFYUGP) under NEP-2020 Appendix C/37 pages 376-473.**

[E.C. Reso. No. 53(25) of 20.07.2023]

38. Introduction and Scheme of Examinations of following five (05) PG Programs & nine (09) UG Programs through Online mode w.e.f the session July, 2023-24
Appendix C/38 pages 474-482:

i. Bachelor of Arts [English, Hindi; two papers one from each of the following groups:

Group-I History, Economics, Public Administration
Group-II Political Science, Mathematics, Sanskrit i.e. with 3x3=9 combinations]

- ii. Master of Arts (History)
iii. Master of Arts (Political Science)
iv. Master or Arts (Hindi)
v. Master of Arts (Economics)
vi. Master of Arts (Public Administration)

[E.C. Reso. No. 53(40) of 20.07.2023]

39. Introduction of 4-Year Integrated Teacher Education Program (ITEP) Secondary Stage (B.A.B.Ed. and B.Com.B.Ed.) to be offered by Department of Education from the session 2023-24.

[E.C. Reso. No. 53(42) of 20.07.2023]

40. Curriculum and Credit Framework for Employability Enhancement Certificate Courses and Post Graduate Diploma Programs (**Appendix C/39 pages 483-491**).

NOTE:

NORMALLY THE ABOVE CREDIT FRAMEWORK BE FOLLOWED FOR CERTIFICATE AND DIPLOMA PROGRAMS, HOWEVER, SEPARATE PERMISSION BE OBTAINED FOR DEVIATION, IF ANY, IN CASE OF SPECIAL REQUIREMENT.

FURTHER IF ANY DIFFICULTY ARISES IN GIVING EFFECT TO THE PROVISIONS AS ABOVE, THE VICE-CHANCELLOR BE AUTHORISED TO MAKE SUCH PROVISIONS NOT INCONSISTENT WITH THE ACT, STATUTES, ORDINANCES AND OTHER REGULATIONS AS MAY APPEAR TO BE NECESSARY, OR EXPEDIENT TO REMOVE THE DIFFICULTY.

[E.C. Reso. No.21(12) of 30.10.2023]

41. Introduction of the following M.Tech. Programs (already existing) in flexible mode in UIET from the session 2023-24 with provision of maximum 40% of credit transfer through MOOCS-SWAYAM/LMSS platforms (Appendix C/40 pages 492-496):

- I. M. Tech.(Biotechnology)
- II. M. Tech.(Computer Science & Engineering)
- III. M. Tech.CSE (Artificial Intelligence and Machine Learning)
- IV. M. Tech.(Electronics and Communication Engineering)
- V. M. Tech.(Manufacturing & Automation)
- VI. M. Tech.(Mechanical Engineering)
- VII. M. Tech.(Structural Engineering)
- VIII. M. Tech.(Power Systems)

[E.C. Reso. No.21(13) of 30.10.2023]

42. Introduction of (i) 'Universal Human Values-II; Understand Harmony and Ethical Conduct' as a mandatory course in B.Tech. 2nd year from the session 2023-24 (for the student of 2023-24 batches); and (ii) The course namely "Energy Management and Auditing; Course Code OEC-EE-414 G) of B.Tech. EEE 8th semester be implemented from the session 2022-23 instead of 2023-24 (Appendix C/41 pages 497-501)

[E.C. Reso. No.21(14) of 30.10.2023]

43. Revision of Ph.D. Ordinance to be made applicable w.e.f. the session 2023-24 onwards (Appendix C/42 pages 502-553).

[E.C. Reso. No.21(23) of 30.10.2023]

44. Introduction of 5-Year Integrated Program in Statistics w.e.f. the session 2024-25 (Appendix C/43 pages 554-556).

[E.C. Reso. No.21(26) of 30.10.2023]

45. Adoption of UGC fee refund policy guidelines 2023-24 as conveyed vide D.O. letter No. F.2-71/2022 (CPP-II) dated 03.07.2023 (Appendix C/44 pages 557-558).

[E.C. Reso. No.16 of 30.12.2023]


Incharge (Academic)
for Registrar 

Tel.: 0172-2740581, 2740583
Fax: 0172-2740557

AC-1162
03/05/2023

SECRETARY TO GOVERNOR, HARYANA
Appendix-6/1

No. HRB-UA-29(2)-02/

RAJ BHAVAN
CHANDIGARH 3298

Dated 25th April, 2023

2091
05-23

Registered Post

To

Regd
OSD (Acad)
The Registrar,
Maharshi Dayanand University,
Rohtak - 124001, Haryana.

Acad
03/05/2023
AD/2
3/5
AC-VI
3-52

Subject:- Amendment in Statute - 22, Statute - 26 & 27, Statute - 32
(read with Statute-9) and Statute - 13 of M.D. University, Act.

Sir,

I am directed to refer to your letter No.AC-VI/23/3017, dated 27.1.2023, No.AC-VI/5884, dated 28.3.2023, No.AC-6/4615, dated 28.2.2023 and No.AC-6/4616, dated 28.2.2023, on the subject cited above and to inform you that on 20.04.2023, Hon'ble Governor-Chancellor has accorded his approval for the amendments in the Statute - 22 "Selection Committee for Appointments", as resolved by the Executive Council vide Reso. No.14 in its meeting held on 17.1.2023; amendments in the Statute-26 and Statute-27 as resolved by the Executive Council vide Reso. No.68 in its meeting held on 19.12.2022 and amendment in the Statute-32 (read with Statute-9) and Statute-13 "Academic Council and its Constitution", as resolved by the Executive Council vide Reso. No.67 in its meeting held on 19.12.2022, as requested by you vide letters under reference.

Yours sincerely,

Anita
(Anita)

Under Secretary,
for Secretary to Governor, Haryana
3/5



MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

Appendix - C/2

NOTIFICATION

As conveyed by the Secretary to Governor, Haryana (Chancellor, M.D. University, Rohtak) vide letter No. HRB-UA-29(2)-02/3298 dated 25.04.2023, the Hon'ble Governor-Chancellor has accorded his approval for the amendment to the Statute- 26 "Departments" and the Statute-27 "Assignment of Department of Studies to Faculties" as resolved by the Executive Council vide Resolution Number 68 in its meeting held on 19.12.2022 as under:-

Pre-amended	Amended
Statute-26 "Departments" 1-46 xx xx xx 47 Institute of Public Health	Statute-26 "Departments" 1-46 No change 47 University Institute of Public Health Sciences 48-55 No change
Statute-27 "Assignment of Departments of Studies to Faculties" (I)-(XIV) xx xx xx (XV) Faculty of Interdisciplinary Studies 55. Institute of Public Health 56-65 xx xx xx	Statute-27 "Assignment of Departments of Studies to Faculties" (I)-(XIV) xx xx xx (XV) Faculty of Interdisciplinary Studies 55. University Institute of Public Health Sciences 56-65 xx xx xx

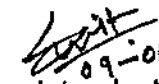
REGISTRAR

Endst.No.AC-VI/22/F-3/B 10262-10391

Dated: 09/06/2023

A copy of the above is forwarded to the following for information and necessary action:

1. All the Deans of Faculties, M.D. University, Rohtak.
2. All the Heads/Directors of the University Teaching Departments/Institutes/Centres, M.D. University, Rohtak.
3. Incharge (MDU-CPAS), Gurugram.
4. The Director, UCC, M.D. University, Rohtak for uploading the same on the University website.
5. The Director, Public Relations, M.D. University, Rohtak.
6. The Controller of Examinations, M.D. University, Rohtak.
7. The Finance Officer, M.D. University, Rohtak.
8. All the Branch Officers/Controlling Officers, M.D. University, Rohtak.
9. The Incharge (MDU-CPAS), Gurugram.
10. All the Directors/Principals of the affiliated Colleges/Institutes, M.D. University, Rohtak.
11. The O.S.D/P.A. to Vice-Chancellor/DAA/Registrar for information of the Vice-Chancellor/DAA / Registrar, M.D. University, Rohtak.


09-06-2023
Superintendent (Academic)
for Registrar

OFFICE OF THE SECRETARY TO GOVERNOR, HARYANA

Tel.: 0172-2740581, 2740583
Fax: 0172-2740557

AC-1162

03/05/2023

- 3 -

Appendix- 16/3

No. HRB-UA-29(2)-02/

RAJ BHAVAN
CHANDIGARH 3298

Dated 25th April, 2023

CD-2091
01-05-23

Registered Post

To

Regd
OSD (Head)
The Registrar,
Maharshi Dayanand University,
Rohtak - 124001, Haryana.

Li. evi
03/05/2023
AD/2
3/5
AC-III
3-5-23

Subject:- Amendment in Statute - 22, Statute - 26 & 27, Statute - 32 (read with Statute-9) and Statute - 13 of M.D. University, Act.

.....

Sir,

I am directed to refer to your letter No.AC-VI/23/3017, dated 27.1.2023, No.AC-VI/5884, dated 28.3.2023, No.AC-6/4615, dated 28.2.2023 and No.AC-6/4616, dated 28.2.2023, on the subject cited above and to inform you that on 20.04.2023, Hon'ble Governor-Chancellor has accorded his approval for the amendments in the Statute - 22 "Selection Committee for Appointments", as resolved by the Executive Council vide Reso. No.14 in its meeting held on 17.1.2023; amendments in the Statute-26 and Statute-27 as resolved by the Executive Council vide Reso. No.68 in its meeting held on 19.12.2022 and amendment in the Statute-32 (read with Statute-9) and Statute-13 "Academic Council and its Constitution", as resolved by the Executive Council vide Reso. No.67 in its meeting held on 19.12.2022, as requested by you vide letters under reference.

Yours sincerely,

Anita
(Anita)

Under Secretary,
for Secretary to Governor, Haryana

3/5



MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. XXV of 1975)

'A+' Grade University Accredited by NAAC

A/Pendix-4/4

NOTIFICATION

As conveyed by the Secretary to Governor, Haryana (Chancellor, M.D. University, Rohtak) vide letter No. HRB-UA-29(2)-02/3298 dated 25.04.2023, the Hon'ble Governor-Chancellor has accorded his approval for the amendment to the Statute-32 (read with Statute-9) and Statute-13 of M.D. University Act as resolved by the Executive Council vide its Resolution No. 67 in its meeting held on 19.12.2022 as under:-

Clause-1(b)(xi) of Statute-9 (Court and its Constitution) read with Statute-32 provides that:

"Five students to be nominated in the manner to be prescribed by the Statutes for a term of one year."

Pre-Amended	Amended
<p>Clause-1 of Statute-32 provides as under:</p> <p>The nomination of five students on the Court in terms of sub-clause (x) of clause-1(b) of Statute-9 pertaining to the Court and its constitution shall be as follows:</p> <p>(i) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in M.A. (Previous) examination in the Faculty of Social Sciences.</p> <p>(ii) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in LL.M.(Previous).</p> <p>(iii) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in the</p>	<p>Clause-1 of Statute-32 provides as under:</p> <p>The nomination of five students on the Court in terms of sub-clause (xi) of clause-1(b) of Statute-9 pertaining to the Court; and its constitution shall be as follows:</p> <p>(i) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of the PG Programs under the Faculty of Social Sciences.</p> <p>(ii) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of the PG Programs under the Faculties of Law, Management Sciences & Commerce and Interdisciplinary Studies.</p> <p>(iii) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of</p>

<p>M.Com.(Previous), MBA(Previous) and Master in Textiles(Previous) examination in the Faculties of Commerce & Management Sciences and Textiles.</p> <p>(iv) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in M.A.(Previous) in the Faculties of Humanities and Education.</p> <p>(v) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in the M.Sc.(Previous) examination in the Faculties of Physical Sciences and Life Sciences.</p>	<p>the PG Programs under the Faculties of Engineering & Technology, Pharmaceutical Sciences and Physical Sciences.</p> <p>(iv) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of the PG Programs under the Faculties of Humanities & Arts and Education.</p> <p>(v) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of the PG Programs under the Faculty of Life Sciences.</p>
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Clause-1(b)(ix) of Statute-13 (Academic Council and its constitution) provides as under:

Pre-Amended	Amended
<p>Five students nominated by the Vice-Chancellor for a term of one year as under:</p> <p>(a) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in M.A. (Previous) examination in the Faculty of Social Sciences.</p> <p>(b) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in LL.M.(Previous).</p> <p>(c) One student who obtains the highest percentage of marks in the immediately preceding</p>	<p>Five students to be nominated by the Vice-Chancellor for a term of one year as under:</p> <p>(a) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of the PG Programs under the Faculty of Social Sciences.</p> <p>(b) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of the PG Programs under the Faculties of Law, Management Sciences & Commerce and Interdisciplinary Studies.</p> <p>(c) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd</p>

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<p>examination i.e. in the M.Com.(Previous), MBA(Previous) and Master in Textiles(Previous) examinations in the Faculties of Commerce & Management Sciences and Engineering and Technology.</p> <p>(d) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in M.A/M.Ed.(Previous) in the Faculties of Humanities and Education.</p> <p>(e) One student who obtains the highest percentage of marks in the immediately preceding examination i.e. in the M.Sc.(Previous) examination in the Faculties of Physical Sciences and Life Sciences.</p> <p>NOTE: IN CASE THE STUDENTS' ELECTION ARE HELD THEN THIS PROVISION SHALL BECOME DEFUNCT.</p>	<p>Semester) examination of the PG Programs under the Faculties of Engineering & Technology, Pharmaceutical Sciences and Physical Sciences.</p> <p>(d) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of the PG Programs under the Faculties of Humanities & Arts and Education.</p> <p>(e) One student who obtains the highest percentage of marks in the 1st year (1st and 2nd Semester) examination of the PG Programs under the Faculty of Life Sciences.</p> <p>No change</p>
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REGISTRAR

Endst.No.AC-VI/22/F-3/B 9129-9228

Dated: 30/05/2023

A copy of the above is forwarded to the following for information and necessary action:

1. All the Deans of Faculties, M.D.University, Rohtak.
2. All the Heads/Directors of the University Teaching Departments/Institutes/Centres, M.D.University, Rohtak.
3. The Controller of Examination, M.D.University, Rohtak.
4. The Director (UCC), M.D.University, Rohtak for uploading the same on the University website.
5. The Director, Public Relations, M.D.University, Rohtak.
6. The Finance Officer, M.D.University, Rohtak.
7. The Incharge (MDU-CPAS), Gurugram.
8. All the Directors/Principals of the affiliated Colleges/Institutes, M.D.University, Rohtak.
9. The O.S.D/P.A. to Vice-Chancellor/DAA/Registrar for information of the Vice-Chancellor/DAA / Registrar, M.D.University, Rohtak.
10. AC-IV set, Academic Branch, M.D.University, Rohtak


 Dy. Superintendent (Academic)
 for Registrar

OFFICE OF THE SECRETARY TO GOVERNOR

Tel.: 0172-2740581, 2740583
Fax: 0172-2740557

AC-1162
03/05/2023

No. HRB-UA-29(2)-02/

RAJ BHAVAN
CHANDIGARH 3298

Dated 25 April, 2023

Appendix-c/5

CB-2091
01-05-23

Registered Post

To

The Registrar,
Maharshi Dayanand University,
Rohtak - 124001, Haryana.

Regd
03/05/2023

03/05/2023

AC-III
3-5-23

Subject:- Amendment in Statute - 22, Statute - 26 & 27, Statute - 32
(read with Statute-9) and Statute - 13 of M.D. University, Act.

Sir,

I am directed to refer to your letter No. AC-VI/23/3017, dated 27.1.2023, No. AC-VI/5884, dated 28.3.2023, No. AC-6/4615, dated 28.2.2023 and No. AC-6/4616, dated 28.2.2023, on the subject cited above and to inform you that on 20.04.2023, Hon'ble Governor-Chancellor has accorded his approval for the amendments in the Statute - 22 "Selection Committee for Appointments", as resolved by the Executive Council vide Reso. No.14 in its meeting held on 17.1.2023, amendments in the Statute-26 and Statute-27 as resolved by the Executive Council vide Reso. No.68 in its meeting held on 19.12.2022 and amendment in the Statute-32 (read with Statute-9) and Statute-13 "Academic Council and its Constitution", as resolved by the Executive Council vide Reso. No.67 in its meeting held on 19.12.2022, as requested by you vide letters under reference.

Yours sincerely,

Anita
(Anita)

Under Secretary,
for Secretary to Governor, Haryana

- 259 -

- 8 -

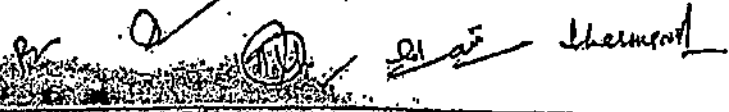
Amended by E.C. vide Reso. No. 53(24) of 20.07.2023

Annexure-A

Statute-22 - Selection Committees for Appointments

Statute	Existing	Proposed
22	<p>(A) (1) The Selection Committee for recommending appointment and promotion of the teachers of the University namely Assistant Professor, Associate Professor and Professor under the relevant promotion scheme as approved by the University shall consist of the following:</p> <p>i) Vice Chancellor or acting Vice-Chancellor to be the Chairperson of the Selection Committee.</p> <p>ii) An academician who is the nominee of the Chancellor.</p> <p>iii) Three experts in the concerned subject / field nominated by the Vice Chancellor out of the panel of names approved by the Executive Council of the university.</p> <p>iv) Dean of the concerned Faculty.</p> <p>v) Head/Director of the Department / Institute / Center.</p> <p>vi) 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 committees do not belong to that category.</p> <p>(2) At least four members, including two outside subject experts, shall constitute the quorum.</p> <p>(3) The Registrar shall be secretary of the Selection Committee.</p> <p>(4) The Selection Committee shall also recommend the appointment of Director of the Directorate of Distance Education Director of Regional Centre, Director/Principal of any maintained Institution of the University and the posts equivalent thereto.</p> <p>(5) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports.</p>	<p>(A) (1) The Selection Committee for recommending appointment and promotion of the teachers of the University namely Assistant Professor, Associate Professor and Professor under the relevant promotion scheme as approved by the University shall consist of the following:</p> <p>i) The Vice Chancellor who shall be the Chairperson of the Committee.</p> <p>ii) An academician not below the rank of Professor to be nominated by the Chancellor.</p> <p>iii) Three experts in the concerned subject/field nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.</p> <p>iv) Dean of the Faculty concerned, wherever applicable.</p> <p>v) Head/Chairperson^{Director} of the Department / Institute / Centre concerned.</p> <p>vi) An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates from any of these categories is an applicant and if any of the above members of the selection committee does not belong to that category.</p> <p>(2) Four members, including two outside subject experts, shall constitute the quorum.</p> <p>(3) The Registrar shall be secretary of the Selection Committee.</p> <p>(4) The Selection Committee shall also recommend the appointment of Director of the Directorate of Distance Education Director of Regional Centre, Director/Principal of any maintained Institution of the University and the posts equivalent thereto.</p> <p>(5) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports.</p>

CDOE



Librarians Deputy Librarian's and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Director Physical Education, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

Librarians Deputy Librarian's and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Director Physical Education, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

*In case of Assistant Professor / Associate Professor and equivalent cadre, the Vice-Chancellor may nominate any person who has atleast 10 years of experience as Professor to act as Chairperson of the Committee.

(B) The "Screening cum Evaluation Committee" for CAS promotion of Assistant Professors/ equivalent cadres in Librarians/Physical Education from one AGP to the other higher AGP shall consist of:

- i) The Vice-Chancellor or Acting Vice Chancellor, as the Chairperson of the Selection Committee;
- ii) The Dean of the concerned Faculty;
- iii) The Head/Director of the Department/ Institute/Centre; and
- iv) One subject expert in the concerned subject nominated by the Vice-Chancellor or Acting Vice Chancellor from the University panel of experts.

The quorum for the committee shall be three including the one subject expert used to be present. The Registrar shall be the Secretary of the "Screening cum Evaluation Committee"

(D) The "Screening - cum- Evaluation Committee" for CAS promotion of Assistant Professors / equivalent cadres in Librarians / Physical Education and Sports from one level to the other higher level shall consist of:

(I) For University Teachers:

- i) The Vice-Chancellor or Acting Vice-Chancellor, as the Chairperson of the Selection Committee;
- ii) The Dean of the concerned Faculty;
- iii) The Head/Director of the Department/ Institute/Centre; and
- iv) One subject expert in the concerned subject nominated by the Vice-Chancellor or Acting Vice Chancellor from the University panel of experts.

(II) For University Assistant Librarian:

- i) The Vice-Chancellor shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Librarian, University Library; and
- iv) One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts.

(III) For University Assistant Director, Physical Education and Sports:

- i) The Vice-Chancellor shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The University Director, Physical Education and Sports; and
- iv) One expert in Physical Education and Sports

[Handwritten signatures and initials]

<p>(C) The Expert Committee for the higher grade of Professorship (Stage 6) shall consist of:</p> <ul style="list-style-type: none"> i) The Vice-Chancellor or Acting Vice Chancellor, as the Chairperson of the Selection Committee; ii) Three experts in the concerned subject/ field nominated by the Vice-Chancellor out of the panel of names approved by the Executive Council of the University. <p>The quorum for the committee shall be three including the two subject experts need to be present. The Registrar shall be the Secretary of the "Expert Committee".</p>	<p>Administration from University system nominated by the Vice-Chancellor from the University panel of experts.</p> <p>Notes: The quorum for these committees in all categories shall be three which will include one subject expert/University nominee.</p> <p>The Registrar shall be the Secretary of the "Screening cum Evaluation Committee"</p> <p>(C) 1. The Selection Committee for recommending the approval and promotion of Senior Professor</p> <ul style="list-style-type: none"> i) Vice Chancellor who shall be the Chairperson of the Committee. ii) An academician not below the rank of Senior Professor/Professor with minimum ten years experience who is the nominee of the Minister/Chancellor, wherever applicable. iii) Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university. iv) Dean (not below the rank of Senior Professor/Professor with minimum ten years experience) of the faculty, wherever applicable. v) ^{Director} Head/Chairperson (not below the rank of Senior Professor/Professor with minimum ten years experience) or Senior-most Professor (not below the rank of Senior Professor / Professor, with a minimum of ten years' experience) of the Department/School. vi) An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) 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. <p>2. Four members, including two outside subject experts, shall constitute the quorum.</p> <p>3. The Registrar shall be the Secretary of the "Selection Committee".</p>
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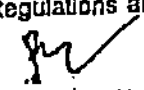
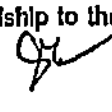
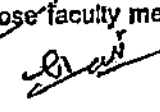
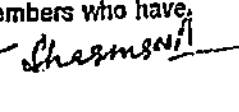
PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR IN PERSUANCE OF EXECUTIVE COUNCIL RESOLUTION NO. 46 IN ITS MEETING HELD ON 19.12.2022 FOR CONSIDERATION OF GOVT. NOTIFICATION DATED 11.11.2022 ALONGWITH RELATED NOTIFICATIONS ISSUED SUBSEQUENTLY AND TO GIVE ITS RECOMMENDATIONS REGARDING ADOPTION OF THE SAME HELD ON 06.01.2022 AND 08.01.2022 IN THE OFFICE OF THE DEAN ACADEMIC AFFAIRS

The following members were present:

- | | | |
|----|---|----------|
| 1. | Prof. Noy Rattan Sharma
Dean, Academic Affairs, | Chairman |
| 2. | Prof. A. S. Maan
Dean, College Development Council | Member |
| 3. | Prof. Satyawan Baroda
IMSAR | Member |
| 4. | Prof. Randeep Rana
Department of English | Member |
| 5. | Prof. Kavita Dhull
Department of Law
(Not present in the meeting) | Member |
| 6. | Prof. Gulshan Lal Taneja
REGISTRAR | Member |

The committee went through the notifications issued by the State Govt. vide Memo No. KW779-2017 C-IV(3) dated 11.11.2022, 15.11.2022 and 05.12.2022 and recommended the following after deliberating at length:

1.
 - i) Section 9-A (1), (1A), (1B) and 9AA of the University Act (Volume-I) may be referred to State Govt., for making necessary amendments in the MDU Act with regard to appointment of Vice-Chancellor and Pro Vice-Chancellor as per Clause 7.0 of the State Govt. notification dated 11.11.2022.
 - ii) With regard to Clause 5.0 (Constitution of Selection Committees and guidelines on Selection Procedure), the existing Statute 22 is required to be replaced with the enclosed proposed Statute 22 on selection committees for appointment (Annexure-A).
 - iii) Existing Chapter-7 of MDU Calendar (Vol.III) is required to be replaced with the enclosed proposed Chapter-7 with modified title as "Revised qualifications and criteria for appointment and promotion of teachers and equivalent cadres in the University and Govt. Aided Colleges" (Annexure-B).
2.
 - i) The UGC under Clause 6.3 in its notification dated 18.07.2018 had made a provision for option of choice. For being considered for promotions under the existing Regulations and to avoid hardship to those faculty members who have,

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already qualified or are likely to qualify shortly under the existing regulations. This option can be exercised only within three years from the date of notification of these regulations.

The choice of option may be allowed by the State govt. to such faculty members to avoid any hardship i.e. an option to exercise this provision within three years with effect from the date of notification i.e. 11.11.2022.

- ii) It is pertinent to mention here that a similar relaxation/provision has been made in case of Assistant Professor (Level 11 to 12 and Level 12 to 13) vide Point No. 6.4 C (II) (ii) as well as in Point No. 6.4 C (III) (2) vide which it is stated a Ph.D. Degree in the subject relevant / allied / relevant discipline shall be mandatory with effect from 3 years from the date of issue of the notification by the State Govt.

As relaxation for doing Ph.D. has already been given for 3 years from the date of notification and it is not possible for a teacher to guide a candidate without completing Ph.D., therefore, relaxation of three years may be allowed for fulfillment of clause 6.4 C-IV(4) on this ground also.

3. i) Clause 8.0 (Duty Leave, Study Leave, Sabbatical Leave and any other kind of leave) of the State Govt. notification may be referred to the committee constituted for amendment in University Calendar Vol. III for giving its recommendations.
- ii) Director (Research) may be asked to take necessary action with regard to Clause 9.0 (Research Promotion Grant).
- iii) Director for Professional Consultancy Cell may be asked to take necessary action with regard to Clause 9.1 (Consultancy Assignments).
- iv) With regard to Clause 17.0 (Code of Professional Ethics), Chapter-65 of University Calendar Vol. III may be replaced with modified title "Code of Professional Ethics for teachers and other Academic officers" (Annexure-C).
- v) With regard to Clause 18.0 (Maintenance of Standards in Higher-Education Institutions) and 19.0 (Other Terms and Conditions) of the guidelines issued by the State govt., necessary actions/incorporation at appropriate places may be made by the concerned branches/offices.
- vi) Self-assessment-cum-performance appraisal forms for teachers for strict adherence to the Appendix II, Table 1, 2, 3A, 3B, 4 and 5 specified in these regulations may be devised by constituting a committee.

4. The qualification and criteria regarding appointment of teachers and equivalent cadres in affiliated colleges / institutes under SFS shall be revised by the Dean Colleges Development Council of the University in the light of the new guidelines notified by the State Govt. On 11.11.2022 and subsequently in due course of time and till then the existing qualification/procedure may be continued.



5. The committee also pointed out some anomalies which need to be taken care of / reconsidered by the State Govt:

- i) In Appendix -II (Table-2) of Govt. notification dated 11.11.2022, the score for Research Paper in Peer Reviewed and UGC Care Listed Journals was given as 08 and 10 for Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences and Faculty of Languages / Humanities / Arts / Social Sciences / Library/ Education / Physical Education / Commerce / Management & other related disciplines respectively. whereas in the notification dated 05.12.2022, this score has been deleted. However, the UGC in its notification dated 18.07.2018 mentioned the same score as was notified by the State Govt. vide letter dated 11.11.2022 and the same still exists in the UGC guidelines.
- ii) Additional weightage for SCOPUS Indexed Journals without Impact factor is also required to be given.
- iii) It is also brought to the notice that the UGC in Public Notice dated 16.09.2019 has stated that the old 'UGC Approved List of Journals' has been replaced with the new 'UGC-CARE Reference List of Quality Journals' (UGC-CARE List) and with effect from 14th June, 2019 research publications only from the Journals Indexed in UGC-CARE List should be considered prospectively for any academic purpose (Annexure-D). This point also needs to be taken of / considered by the State Govt.


(Nov Rattan Sharma)


(A. S. Maani)


(Prof. Satyawan Baroda)

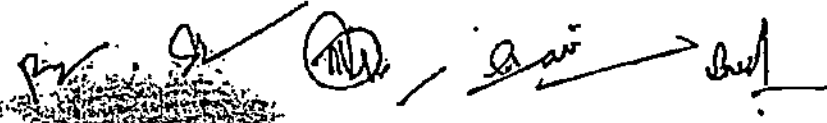

(Randsep Rana)


(Gulshan Lal Taneja)

Statute-22 - Selection Committee for Appointments

Statute	Existing	Proposed
22	<p>(A) (1) The Selection Committee for recommending appointment and promotion of the teachers of the University namely Assistant Professor, Associate Professor and Professor under the relevant promotion scheme as approved by the University shall consist of the following:</p> <ul style="list-style-type: none"> i) Vice Chancellor or acting Vice-Chancellor to be the Chairperson of the Selection Committee. ii) An academician who is the nominee of the Chancellor. iii) Three experts in the concerned subject / field nominated by the Vice Chancellor out of the panel of names approved by the Executive Council of the university. iv) Dean of the concerned Faculty. v) Head/Director of the Department / Institute / Center. vi) 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. <p>(2) Atleast four members, including two outside subject experts, shall constitute the quorum.</p> <p>(3) The Registrar shall be secretary of the Selection Committee.</p> <p>(4) The Selection Committee shall also recommend the appointment of Director of the Directorate of Distance Education Director of Regional Centre, Director/Principal of any maintained Institution of the University and the posts equivalent thereto.</p> <p>(5) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports,</p>	<p>(A) (1) The Selection Committee for recommending appointment and promotion of the teachers of the University namely Assistant Professor, Associate Professor and Professor under the relevant promotion scheme as approved by the University shall consist of the following:</p> <ul style="list-style-type: none"> i) The Vice Chancellor* who shall be the Chairperson of the Committee. ii) An academician not below the rank of Professor to be nominated by the Chancellor. iii) Three experts in the concerned subject/field nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned. iv) Dean of the Faculty concerned, wherever applicable. v) Head/^{Director}Chairperson of the Department /Institute/ Centre concerned. vi) An academician representing SC / ST / OBC / Minority / Women / Differently -abled categories to be nominated by the Vice Chancellor, if any of the candidates from any of these categories is an applicant and if any of the above members of the selection committee does not belong to that category. <p>(2) Four members, including two outside subject experts, shall constitute the quorum.</p> <p>(3) The Registrar shall be secretary of the Selection Committee.</p> <p>(4) The Selection Committee shall also recommend the appointment of Director of the Directorate of Distauce Education Director of Regional Centre, Director/Principal of any maintained Institution of the University and the posts equivalent thereto.</p> <p>(5) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports,</p>

<p>Librarians Deputy Librarian's and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Director Physical Education, as the case may be, shall be associated with the Selection Committee as one of the subject experts.</p> <p>(B) The "Screening cum Evaluation Committee" for CAS promotion of Assistant Professors/ equivalent cadres in Librarians/Physical Education from one AGP to the other higher AGP shall consist of:</p> <ol style="list-style-type: none"> i) The Vice-Chancellor or Acting Vice Chancellor, as the Chairperson of the Selection Committee; ii) The Dean of the concerned Faculty; iii) The Head/Director of the Department/ Institute/Centre; and iv) One subject expert in the concerned subject nominated by the Vice-Chancellor or Acting Vice Chancellor from the University panel of experts. <p>The quorum for the committee shall be three including the one subject expert need to be present. The Registrar shall be the Secretary of the "Screening cum Evaluation Committee"</p>	<p>Librarians Deputy Librarian's and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Director Physical Education, as the case may be, shall be associated with the Selection Committee as one of the subject experts.</p> <p>*In case of Assistant Professor / Associate Professor and equivalent cadre, the Vice-Chancellor may nominate any person who has atleast 10 years of experience as Professor to act as Chairperson of the Committee.</p> <p>(D) The "Screening - cum- Evaluation Committee" for CAS promotion of Assistant Professors / equivalent cadres in Librarians / Physical Education and Sports from one level to the other higher level shall consist of:</p> <p>(I) For University Teachers:</p> <ol style="list-style-type: none"> i) The Vice-Chancellor or Acting Vice-Chancellor, as the Chairperson of the Selection Committee; ii) The Dean of the concerned Faculty; iii) The Head/Director of the Department/ Institute/Centre; and iv) One subject expert in the concerned subject nominated by the Vice-Chancellor or Acting Vice Chancellor from the University panel of experts. <p>(II) For University Assistant Librarian:</p> <ol style="list-style-type: none"> i) The Vice-Chancellor shall be the Chairperson of the Committee; ii) The Dean of the Faculty concerned; iii) The Librarian, University Library; and iv) One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts. <p>(III) For University Assistant Director, Physical Education and Sports:</p> <ol style="list-style-type: none"> i) The Vice-Chancellor shall be the Chairperson of the Committee; ii) The Dean of the Faculty concerned; iii) The University Director, Physical Education and Sports; and iv) One expert in Physical Education and Sports
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<p>(C) The Expert Committee for the higher grade of Professorship (Stage 6) shall consist of:</p> <ul style="list-style-type: none"> i) The Vice-Chancellor or Acting Vice Chancellor, as the Chairperson of the Selection Committee; ii) Three experts in the concerned subject/ field nominated by the Vice-Chancellor out of the panel of names approved by the Executive Council of the University. <p>The quorum for the committee shall be three including the two subject experts need to be present. The Registrar shall be the Secretary of the "Expert Committee".</p>	<p>Administration from University system nominated by the Vice-Chancellor from the University panel of experts.</p> <p>Note: The quorum for these committees in all categories shall be three which will include one subject expert/University nominee.</p> <p>The Registrar shall be the Secretary of the "Screening cum Evaluation Committee"</p> <p>(C) 1. The Selection Committee for recommending the approval and promotion of Senior Professor</p> <ul style="list-style-type: none"> i) Vice Chancellor who shall be the Chairperson of the Committee. ii) An academicians not below the rank of Senior Professor/Professor with minimum ten years experience who is the nominee of the Vice Chancellor, wherever applicable. iii) Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university. iv) Dean (not below the rank of Senior Professor/Professor with minimum ten years experience) of the faculty, wherever applicable. v) Head/^{Director}Chairperson (not below the rank of Senior Professor/Professor with minimum ten years experience) or Senior-most Professor (not below the rank of Senior Professor / Professor, with a minimum of ten years' experience) of the Department/School. vi) An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) 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. <p>2. Four members, including two outside subject experts, shall constitute the quorum.</p> <p>3. The Registrar shall be the Secretary of the "Selection Committee".</p>
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Chapter-7

Revised Qualifications and Criteria for Appointment and Promotion of Teachers and Equivalent Cadres in the University and Govt. Aided Colleges

1.1 Qualifications for Assistant Professor (University and Colleges)

- i) The National Eligibility Test (NET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in these Regulations. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/Institutions in the State.

Provided that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation 2016 and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET for recruitment and appointment of Assistant Professor or any equivalent position in any University, College or Institution.

Provided further that 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 / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:

- The Ph.D. degree of the candidate has been awarded in regular mode only;
- The Ph.D. thesis has been evaluated by at least two external examiners;
- An open Ph.D. viva voce of the candidate has been conducted;
- The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.
- A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.
A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Backward Classes 'A' & 'B'(Non-creamy Layer) of Haryana/Differently-abled (a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (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, based only on the qualifying marks without including any grace mark procedure.
- A relaxation of 5% shall 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 September, 1991.
- A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
- The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.

- vii) The Ph.D. Degree shall be a mandatory qualification for appointment to the post of Associate Professor in Universities but it shall be a mandatory qualification for promotion with effect from 3 years (5 years in case of college teachers) from the date of issue of this notification by the State Government.
- viii) The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities with effect from 3 years from the date of issue of this notification by the State Government.
- ix) The Ph.D. Degree shall be a mandatory qualification for direct recruitment to the post of Assistant Professor in Universities with effect from the date of issue of this notification by the State Government.
- x) The 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 teaching positions. Further, the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular faculty members upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) may be allowed by their respective institutions to take study leave for pursuing Ph.D. degree.

1.2 Qualifications:

No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in these Regulations.

2.0 Direct Recruitment

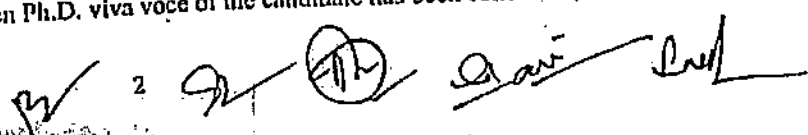
2.1 For the Disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Sciences, Languages, Library Science, Physical Education, and Journalism & Mass Communication.

I Assistant Professor:

Eligibility (A or B):

A.

- i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied 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 or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET:
Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree and such 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) The Ph.D. degree of the candidate has been awarded in a regular mode;
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) An open Ph.D. viva voce of the candidate has been conducted;

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- d) The Candidate has published two research papers from his/her Ph.D. work, out of which atleast one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSIR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note: NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET / SLET / SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B. The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note: The Academic score as specified in Appendix II (Table 3A) for Universities shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview. Selection of Assistant Professors in Government Colleges shall be made by HPSC and in Govt Aided Private Colleges, as per criteria determined by the State Govt. from time to time based on UGC regulations.

II. Associate Professor:
Eligibility:

- i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

III. Professor:
Eligibility (A or B):

A.

- i) An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2.
- ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / Industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

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IV. Senior Professor:

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

- ii) An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC- listed journals, significant research contribution to the discipline, and engaged in research supervision.
- ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.
- iv) The selection shall be based on ten best publications in the Peer-reviewed or UGC-listed journals and award of Ph.D. degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per these Regulations.

V. College Principal:

Eligibility:

- i) Ph.D. degree
- ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- iii) A minimum of 10 research publications in peer-reviewed or UGC-listed journals.
- iv) A minimum of 110 Research Score as per Appendix II, Table 2

2.2. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor:

Eligibility:

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/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 or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such 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 fulfilment of the following conditions:

- a) Ph.D. degree has been awarded to the candidate in a regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An 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 is in a refereed journal;
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/ funded / sponsored by the UGC / AICTE / ICSSR or any other similar agency.

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Note 1: The fulfilment of these conditions is to be certified by the Registrar or the Dean (AcademicAffair) of the University concerned.

Note 2: The clearance of NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC (like SLET/SET).

II. Associate Professor:

Eligibility:

- i) Good academic record, with a doctoral degree.
- ii) Performing ability of a high professional standard.
- iii) Eight year's experience of teaching in a University or College and / or of research in a University / national level institution, equal to that of Assistant Professor in a University / College.
- iv) Has made a significant contribution to knowledge in the subject concerned, as evidenced by quality publications.

III. Professor:

Eligibility (A or B):

A.

- i) An eminent scholar having a doctoral degree
- ii) Have been actively engaged in research with at least ten years of experience in teaching in University/College and/ or research at the University/National level institutions
- iii) Minimum of 6 research publications in the peer-reviewed or UGC-listed journals;
- iv) Has a total research score of 120, as per Appendix II, Table 2.

OR

B.

A traditional or a professional artist, with highly-commendable professional achievement, in the subject concerned,



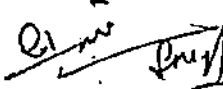
- i) Having Masters degree, in the relevant subject
- ii) Has been 'A'-grade artist of AIR/Doordarshan
- iii) Has Ten years of outstanding performing achievements in the field of specialisation
- iv) Has made significant contributions in the field of specialisations and ability to guide research;
- v) Has participated in National / International Seminars / Conferences / Workshops / Concerts and / or recipient of National / International Awards / Fellowships;
- vi) Has the ability to explain with logical reasoning the subject concerned, and
- vii) Has adequate knowledge to teach theory with illustrations in the said discipline.

2.3 Drama Discipline:

I. Assistant Professor

Eligibility

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET / SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009, or 2016, and their amendments from time to time as the case may be.

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Provided further, candidates registered for the Ph.D. programme, prior to July 11,2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such 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) The Ph.D. degree of the candidate has been awarded in the regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The 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) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences / seminars supported / funded / sponsored by the UGC/CSIR/ICSSR or any other similar agency.

Note:

- 1. The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
- 2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which the NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

II. Associate Professor:

Eligibility:

- i) A good academic record, having a Ph.D. degree with performing ability of high professional standard as certified by an Expert Committee constituted by the University concerned for the said purpose.
- ii) Eight years experience of teaching in a University / College and / or research in a University/national-level institutions equal to that of Assistant Professor in a University/College.
- iii) A significant contribution to knowledge in the subject concerned, as evidenced by the quality publications.

III. Professor:

Eligibility (A or B):

A. An eminent scholar, having a doctoral degree, actively engaged in research with ten years of experience in teaching and /or research at a University/National-level institution, including experience of guiding research at the doctoral level, with outstanding performing achievement in the field of specialisation, with a minimum of 6 research publications in the peer-reviewed or UGC listed journals, and a total research score of 120, as per Appendix II, Table 2.

OR

B. A traditional and a professional artist, having highly commendable professional achievement in the subject concerned, who has:

- i) Master's degree, in the relevant subject;
- ii) Ten years of outstanding performing achievements in the field of specialisation;
- iii) Made significant contribution in the field of specialisation
- iv) Guided research;
- v) Participated in National / International Seminars / Conferences / Workshops and / or recipient of National / International Awards / Fellowships;
- vi) Ability to explain with logical reasoning the subject concerned;
- vii) Adequate knowledge to teach theory, with illustrations in the said discipline.

2.4 Yoga Discipline

I. Assistant Professor : Eligibility (A or B):

A. Good academic record, with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) at the Master's degree in Yoga or any other relevant subject, or an equivalent degree from an Indian/foreign University.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or a similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time.

OR

B. A Master's degree in any discipline with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) and a Ph.D. Degree in Yoga* in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

*Note: Considering the paucity of teachers in the newly-emerging field of Yoga, this alternative has been provided and shall be valid only for five years from the date of issue of this notification by the State Government.

II. Associate Professor

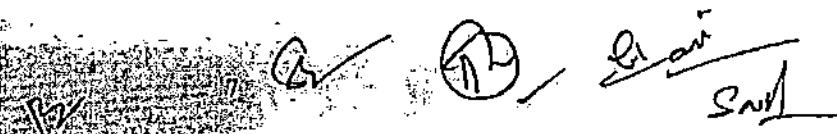
- i) A good academic record, with a Ph.D. degree in the subject concerned or in a relevant discipline.
- ii) A Master's degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years' experience of teaching and/ or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institutions/Industry with evidence of published work and a minimum of 7 publications as books and / or research/policy papers in peer-reviewed or UGC listed journals and a total research score of at least Seventy five (75), as per the criteria given in Appendix II, Table 2.

III. Professor Eligibility (A or B):

- A.
 - i) An eminent scholar with Ph. D. degree in the subject concerned or in an allied/relevant subject and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 publications as books and/ or research/policy papers in the peer-reviewed or UGC listed journals and a total research score of at least 120 as per the criteria given in Appendix II, Table 2.
 - ii) A minimum of ten years of teaching experience in a University/College and / or experience in research at the university / National level institution / Industries, with evidence of having successfully guided doctoral candidate.

OR

B. An outstanding professional, with established reputation in the relevant field, who has made significant contribution to the knowledge in the concerned / allied / relevant discipline, to be substantiated by credentials.


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2.5 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS

- I. Assistant professor:**
A Bachelor's Degree in Occupational Therapy (B.O.T./B.Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.), with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from a recognised University
- II. Associate Professor:**
 - i) Essential : A Master's, Degree in Occupational Therapy (M.O.T./M.O.Th./M.Sc. O.T.), with eight years' experience as Assistant Professor.
 - ii) Desirable: Higher Qualification, including a Ph. D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer-reviewed or UGC- listed journals.
- III. Professor:**
 - i) Essential : Master's Degree in Occupational Therapy (M.O.T./ M.O.Th./M.Th.O./M.Sc. O.T.), with Ten years of total experience in Occupational Therapy.
 - ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer- reviewed or UGC- listed journals.
- IV. Principal / Director /Dean:**
Essential: Master's Degree in Occupational Therapy (M.O.T./M.Th.O./M.O.Th./M.Sc. O.T.), with fifteen years' experience, which shall include five years' experience as Professor (Occupational Therapy).
Note:
 - (i) The senior-most Professor in the institution shall be designated as the Principal / Director /Dean.
 - (ii) Desirable: Higher qualification, like a Ph. D. degree in any discipline of occupational therapy recognized by the UGC and published work of high standard in peer reviewed or UGC listed journals.

2.6 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENT FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS

- I. Assistant Professor:**
Bachelor's Degree in Physiotherapy (B.P.T./B. Th./P./B.P.Th.), Master's Degree in Physiotherapy (M.&P.Th/M.Th.P./M.Sc. P.T/M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) from a recognized University.
- II. Associate Professor:**
 - (i) Essential: A Master's Degree in Physiotherapy (M.P.T./M.P.Th./M.Th.P./M.Sc. P.T.) with eight years' experience as Assistant Professor.
 - (ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of Physiotherapy recognised by the U.G.C, and published work of high standard in peer-reviewed or UGC - listed journals.
- III. Professor:**
Essential: Master's Degree in Physiotherapy (M.P.T. / M.P.Th./M.Th.P./M.Sc. P.T.), with ten years experience.
Desirable:
 - (i) Higher Qualification like Ph. D. in any subject of Physiotherapy recognised by

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- (ii) U.G.C, and Published work of high standard in peer-reviewed or UGC- listed journals.

IV. Principal / Director /Dean:

Essential: Master's Degree in Physiotherapy (M.P.T/M.Th.P./M.Pth./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).

Note:

- (i) Senior-most Professor shall be designated as the Principal / Director /Dean.
- (ii) Desirable: Higher qualification like Ph.D. in any subject of Physiotherapy recognized by the UGC and published work of high standard in peer reviewed or UGC listed journals.

2.7 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF UNIVESRITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN, UNIVERSITY DEPUTY LIBRARIAN AND UNIVERSITY LIBRARIAN

I. University Assistant Librarian / College Librarian

- (i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)
- (ii) A consistently good academic record, with knowledge of computerization of a library.
- (iii) 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 or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:
Provided that the candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such 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 fulfilment of the following conditions:-
 - a) The Ph.D. degree of the candidate has been awarded in the regular mode
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate has been conducted;
 - d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
 - e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note:

- (i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
- (ii) NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

II. University Deputy Librarian

- (i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point -scale, wherever grading system is followed.

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- (ii) Eight years experience as an Assistant University Librarian/College Librarian.
- (iii) Evidence of innovative library services including integration of ICT in library.
- (iv) Ph.D. Degree in library science/ Information science/ Documentation Science / Archives and manuscript keeping/computerization of library.

III. University Librarian

- (i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point -scale wherever the grading system is followed.
- (ii) At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.
- (iii) Evidence of innovative library services, including the integration of ICT in alibrary.
- (iv) A Ph.D. Degree in library science/information science/documentation /archives and manuscript-keeping.

2.8. MINIMUM QUALIFICATIONS FOR THE POSTS OF ASSISTANT DIRECTOR/PROFESSOR OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND DIRECTOR OF PHYSICAL EDUCATION AND SPORTS(DPES)

I. Assistant Director of Physical Education and Sports in University or Assistant Professor of Physical Education and Sports in College Eligibility (A or B):

A.

- (i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)
- (ii) Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.
- (iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET), conducted by the UGC or CSIR, or a similar test accredited by the UGC, like SLET/SET, or who are or have been awarded a Ph.D. Degree in Physical Education or Physical Education and Sports or Sports Science, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time, as the case may be:
Provided that, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. degree holders 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) The Ph.D. degree of the candidate has been awarded in regular mode;
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate has been conducted;
 - d) The candidate has published two research pnpers from his/her Ph.D. work out of which at least one is in a refereed journal;
 - e) The candidate has presented at least two research papers in conference/seminar, based on his/her Ph.D.work.

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Note:

- (i) The fulfilment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
- (ii) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- (iii) Passed the physical fitness test conducted in accordance with these Regulations.

OR

- B. An Asian game or common-wealth games medal winner who has a degree at least at Post-Graduation level.

II. Deputy Director of Physical Education and Sports in University
Eligibility (A or B):

A.

- (i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- (ii) Eight years experience as University Assistant DPES/Assistant Professor of Physical Education and Sports/College DPES.
- (iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- (iv) Evidence of having produced good performance of teams/athletes for competitions like State/National/Inter-university/Combined University, etc.
- (v) Passed the physical fitness test in accordance with these Regulations.

OR

- B. An Olympic Games/ World Cup/ World Championship medal winner who has a degree at least at the Post-Graduation Level.

III. Director of Physical Education and Sports in University

- (i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.
- (ii) Experience of at least ten years in Physical Education and Sports as University Assistant/Deputy DPES or ten years as College DPES or teaching for ten years in Physical Education and Sports or Sports Science as Assistant/Associate Professor.
- (iii) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- (iv) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.

IV. Physical Fitness Test Norms

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test are required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On the production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

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NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1800 metres	1500 metres	1200 metres	800 metres

NORMS FOR WOMEN			
8 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1000 metres	800 metres	600 metres	400 metres

Note:

As a proof of experience, the candidates are required to submit Form No. 16 for the claim period in addition to the Experience Certificate

3.0 CONSTITUTION OF SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURE:

3.1 Selection Committee Composition

- 1) For the University, the Selection Committee will be as prescribed in Statute-22
- 2) For Assistant Professor in Govt. Aided Private Colleges:
In case of Govt-Aided Private colleges, the existing system for selection shall continue as per their service rules under Haryana Affiliated Colleges (Security of Service) Act 1979 and rules framed thereunder by the Haryana Government from time to time.
- 3) For College Principal:
All posts of College Principals in Govt-Aided Colleges shall be filled through direct recruitment according to the existing system for selection as per their service rules under Haryana Affiliated Colleges (Security of Service) Act 1979 and rules framed thereunder by the Haryana Government from time to time.
- 4) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians, Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library and Physical Education and Sports or Sports Administration, respectively, practicing Librarian/Director Physical Education and Sports, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

The "Screening-cum-Evaluation Committee" for CAS promotion of Assistant Professors /equivalent cadres in Librarians/Physical Education and Sports from one level to the other higher level shall consist of:

A. For University teachers:
As prescribed in Statute-22 B(1)

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B. For Govt-Aided private College teachers:

- i) Dean of Colleges of the concerned University
- ii) Nominee of the Director, Higher Education
- iii) Nominee of the Vice-Chancellor
- iv) Subject Expert
- v) Principal of the college

Note: The quorum for this committee shall be three which will include one subject expert / University nominee and DHE nominee as per existing practice.

C. For University Assistant Librarian:
As prescribed in Statute-22 B-II

D. For University Assistant Director, Physical Education and Sports:
As prescribed in Statute-22-B-III

- 3.2 The Screening-cum-Evaluation Committee on verification / evaluation of grades secured by the candidate through the Assessment Criteria and Methodology Proforma designed by the respective university based on these Regulations and as per the minimum requirement specified shall recommend to the Executive Council in case of the University and Deptt of Higher Education in case of Colleges about the suitability for the promotion of the candidate(s) under CAS for implementation:
- (a) In Appendix II, Table 1 for each of the cadre of Assistant Professor;
 - (b) In Appendix II, Table 4 for each of the cadre of Librarian; and
 - (c) In Appendix II, Table 5 for each of the cadre of Physical Education and Sports.
- 3.3 The selection process shall be completed on the day/last day of the selection committee meeting, wherein the minutes are recorded and recommendation made on the basis of the performance of the interview are duly signed by all members of the selection committee.
- 3.4 For all Selection Committees specified in these Regulations, Head of Department / Teacher-Incharge should be either in the same or higher-rank / position than the rank / position for which the interview is to be held.

4.0 Selection Procedure

(I) The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on the weightage given to the performance of the candidate in different relevant parameters and his/her performance on a grading system proforma, based on Appendix II, Tables 1, 2, 3A, 3B, 4, and 5. However, in case of Govt-Aided colleges, the existing criteria for selection shall continue or as framed by the Haryana Government from time to time and in case of Govt Colleges, the selection criteria shall be determined by HPSC.

In order to make the system more credible, universities may assess the ability for teaching and / or research aptitude through a seminar or lecture in a classroom situation or discussion on the capacity to use the latest technology in teaching and research at the interview stage. These procedures can be followed for both the direct recruitment and the CAS promotions, wherever selection committees are prescribed in these Regulations.

(II) In all the Selection Committees of direct recruitment of teachers and other academic staff in universities and colleges provided herein, an academician belonging to the Scheduled Caste/Scheduled Tribe/BC/Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant and if any of the members of the selection committee does not belong to that category, shall be nominated by the Vice-Chancellor of the University, and in case of a College, Vice-Chancellor of the University to which the college is affiliated to. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the State Government, in



Step 1: The college/university teachers shall submit to college/university an annual self-appraisal report in the prescribed Proforma to be designed based on Tables 1 to 5 of Appendix II. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher-in-charge etc. The submission should be through the Head of the Department(HOD)/teacher-in-charge.

Step 2: After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS.

Step 3: A CAS Promotion shall be granted as mentioned in Clauses 4.4 of these Regulations.

4.1 Assessment Criteria and Methodology:

- (a) Tables 1 to 3 of Appendix II are applicable to the selection of Assistant Professors/ Associate Professors/ Professors/~~Senior Professor~~ in Universities and Colleges;
- (b) Table 4 of Appendix II is applicable to Assistant Librarians/ College Librarians and Deputy Librarians for promotion under Career Advancement Scheme; and
- (c) Table 5 of Appendix II is applicable to Assistant Directors/ College teachers of Physical Education sports and Deputy Directors/Directors of Physical Education and Sports for promotions under Career Advancement Scheme

4.2 The constitution of the Selection Committees and Selection Procedure as well as the Assessment Criteria and Methodology for the above cadres, either through direct recruitment or through Career Advancement Scheme, shall be in accordance with these Regulations.

4.3 The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations by State Government. However, if a candidate becomes eligible for promotions under CAS during the period from 01.01.2016 to the date of notification, his/her case shall be governed by the provisions of existing scheme wherever applicable.

I. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university/college, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to the university/college the Assessment Criteria and Methodology Proforma as evolved by the university concerned supported by all credentials as per the Assessment Criteria and Methodology guidelines set out in these Regulations. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University/College may initiate the process of screening/selection, and complete the process within six months from the receipt of application. Further, in order to avoid any hardship, the candidates who fulfil all other criteria mentioned in these Regulations, as on and till the date on which these regulations are notified, can be considered for promotion from the date, on or after the date, on which they fulfil these eligibility conditions.

II. The Selection Committee specifications as contained in Clauses 3.1 to 3.4 shall be applicable to all direct recruitments of faculty positions and equivalent cadres and Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor (in University) and for equivalent cadres.

III. The CAS promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a "Screening-cum-Evaluation Committee", following the criteria laid down in Table of Appendix II.

IV. The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.

V. For the promotion under the CAS, the applicant teacher must be on the role and in

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relation to the categories mentioned above, are strictly followed during the selection process.

- (III) The process of selection of a Professor shall involve the inviting of the application developed by the respective university, based on the Assessment Criteria and Methodology guidelines set out in these Regulations in Appendix II, Table 1 and 2 and reprints of all significant publications of the candidates.

Provided that the publications submitted by the candidate shall have been published during the qualifying period.

Provided further that such publications shall be made available to the subject experts for assessment before holding the interview. The evaluation of the publications by the experts shall be taken into consideration while finalizing the outcome of selection.

- (IV) In the case of selection of faculty members who are from outside the academic field and are considered under Clause 2.1 (III.B), 2.2 (III.B), 2.3 (III.B) and 2.4 (III.B) of these Regulations, the university's statutory bodies shall lay down clear and transparent criteria and procedure so that only outstanding professionals who can contribute substantially to the university knowledge system are selected.

- (V) In the selection process for the posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual Arts and Performing Arts, Physical Education and Sports, and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the institution while developing the Proforma for both the direct recruitment and the CAS promotion.





- (VI) The Internal Quality Assurance Cell (IQAC) shall be established as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice-Chancellor, as Chairperson (in the case of Universities), and Principal, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution, including assistance in the development of Assessment Criteria and Methodology Proforma based on these Regulations. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of the students' assessment of individual teachers in the Assessment Criteria and Methodology Proforma.

A. The Assessment of the performance of College and University teachers for the CAS promotion is based on the following criteria:

- i. **Teaching-Learning and Evaluation:** The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the college/university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting for university/college examinations, participation in the evaluation of examination answer scripts, conducting examinations for internal assessment as per the schedule to be announced by the institution at the beginning of each Academic Session and returning and discussing the answers in the class.
- ii. **Personal Development Related to Teaching and Research Activities:** Attending orientation/refresher/methodology courses, development of e-contents and MOOCs, organising seminar/ conference/ workshop / presentation of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.
- iii. **Administrative Support and Participation in Students' Co-curricular and Extra-curricular Activities.**

B. **Assessment Process**

The following three-step process is recommended for carrying out assessment for promotion under the CAS at all levels:

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active service of the University/College on the date of consideration by the Selection Committee.

VI. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma. He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.

- i) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.
- ii) If, however, the candidate finds that he/she would fulfil the CAS promotion criteria, as defined in Tables 1, 2, 4, and 5 of Appendix II at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
- iii) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection.

4.4 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS /ASSOCIATE PROFESSORS/ PROFESSORS

A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfill the eligibility and performance criteria as laid down in Clause 4.3 of these Regulations.

B. Career Advancement Scheme (CAS) for Colleges teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility: Assistant Professors who have completed four years of service and having a Ph.D. degree or five years of service and having a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech., M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil./ PG Degree in Professional courses.

- i. Attended one Orientation course of 21 days' duration on teaching methodology; and
- ii. Any one of the following: Completed one Refresher / Research Methodology Course

OR

Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching-Learning- Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration,

OR

Completed one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOCs course during the assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i. He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 1, and;
- ii. The promotion is recommended by the screening-cum-evaluation committee.

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II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- 1) Assistant Professors who have completed five years of service in Academic Level 11/Senior Scale.
- 2) Any two of the following in the last five years of Academic Level-11/ Senior Scale: Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning- Evaluation/ Technology Programmes/ Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed MOOCs course in the relevant subject (with e-certification); or Contribution towards development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/contribution towards conducting of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic Level 12/Selection-Grade.
- 2) A Ph.D. degree in subject relevant /allied/relevant discipline shall be mandatory with effect from 5 years from the date of issue of this notification by the State Government.
- 3) Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Courses/ Methodology Workshop/Syllabus Up-gradation Workshop/ Teaching- Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards development of e-contents in 4-quadrant(at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as prescribed in Appendix II, Table 1, and
- ii) The promotion to the post of Associate Professor is recommended by the selection committee in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

- 1) Associate Professors who have completed three years of service in Academic Level 13A.

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- 2. A Ph.D. degree in subject relevant/allied/relevant discipline.
- 3. A minimum of 10 research publications in peer-reviewed or UGC-listed journals out of which three research papers shall be published during the assessment period.
- 4. A minimum of 110 Research Score as per Appendix II, Table 2.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1.
- ii) The promotion to the post of Professor is recommended by selection committee constituted in accordance with these Regulations.
- iii) Incumbent Associate Professors who have completed three years as Associate Professor on 1st January 2016 and having Ph.D. degree as on that date, shall be re-designated as Professor w.e.f. 1st January 2016 and placed at the appropriate Academic Pay Level if they fulfil all the above mentioned eligibility conditions. If they do not fulfil the above conditions of Research Publications and Research Score as on that date, they are to fulfil these conditions within three years from the date of issue of this notification by the State Government. They shall be promoted to the post of Professor w.e.f. 1st January 2016 but only after the fulfilment of these conditions.
- iv) Incumbent Associate Professors who have not completed three years as Associate Professor on 1st January 2016, shall be re-designated as Professor and placed at the appropriate Academic Pay Level after the completion of 3 years service as Associate Professor and Ph.D. degree if they fulfil all above mentioned eligibility conditions. If they do not fulfil the conditions of Research Publications and Research Score as on that date, they are to fulfil these conditions within three years from the date of issue of this notification by the State Government. They shall be promoted to the post of Professor w.e.f. the date of completion of eligibility conditions (1) and (2) but only after the fulfilment of all eligibility conditions.
- v) After three years from the date of this notification, all the conditions for the promotion of Professor under CAS shall be mandatory and no relaxation of time shall be given to fulfil the conditions regarding research publications and research score.
- vi) Promotion to the post of Professor under CAS shall not affect the original seniority already fixed by the Department in that cadre.

C. Career Advancement Scheme (CAS) for University teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility:

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOCs course during the assessment period; and
- iv) Published (one) research publication in the peer-reviewed journals or UGC-listed journals during assessment period.

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CAS Promotion Criteria :

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three /four/ five of the last four/ five/ six years of the assessment period as the case may be (as provided in Appendix II, Table 1), and;
- ii) The promotion is recommended by the screening-cum evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline shall be mandatory with effect from 3 years from the date of issue of this notification by the State Government.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / programme from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes / Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- iv) Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and;
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13 A)

Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic Level 12/Selection grade.
- 2) A Ph.D. Degree in the subject concerned/allied/relevant discipline shall be mandatory with effect from 3 years from the date of issue of this notification by the State Government.
- 3) Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e- certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

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- 4) A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- 5) Evidence of having guided at least one Ph.D. candidate i.e. the said Assistant Professor is guiding doctoral candidates as clarified by the UGC vide Public Notice dated 23.12.2022.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix II, Table 1, and has a research score of at least 70 as per Appendix II, Table 2.
- ii) The promotion is recommended by an election committee constituted in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

- 1) An Associate Professor who has completed three years of service in Academic Level 13A.
- 2) A Ph.D. degree in the subject concerned/allied/relevant discipline.
- 3) A minimum of ten research publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- 4) Evidence of having successfully guided doctoral candidate i.e. doctoral candidate and the said Associate Professors have been awarded Ph.D. Degrees as clarified vide UGC Public Notice dated 23.12.2022.
- 5) A minimum of 110 Research Score as per Appendix II, Table 2.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1, and at least 110 research score, as per Appendix II, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)

A professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

Eligibility:

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

D. Career Advancement Scheme (CAS) for Librarians

Note:

- i) The following provisions apply only to those persons who are not involved in the teaching of Library Science. Teachers in institutions where Library Science is a teaching department shall be covered by the provisions given under sections 4.4 (B) and 4.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.

- ii) The Deputy Librarian in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Librarians shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

- I. From University Assistant Librarian (Academic level 10)/College Librarian (Academic level 10) to University Assistant Librarian (Senior Scale/ Academic level 11) / College Librarian (Senior Scale/ Academic level 11):

Eligibility:

An Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil. degree, or six years of service for those without a M.Phil. or a Ph.D. degree.

- (i) He/she has attended at least one Orientation course of 21 days' duration; and
- (ii) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Appendix II, Table 4.

CAS Promotion Criteria:

An Assistant Librarian/College Librarian may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Appendix II, Table 4, and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

- II. From University Assistant Librarian (Senior Scale/Academic level 11)/College Librarian (Senior Scale/Academic level 11) to University Assistant Librarian (Selection Grade/ Academic level 12/ College Librarian (Selection Grade/Academic level 12)

Eligibility:

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years: (i) Training/ Seminar/ Workshop/ Course on automation and digitalisation, (ii) Maintenance and other activities as per Appendix II, Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or (iv) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Appendix II, Table 4, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

- III. From University Assistant Librarian (Selection Grade/Academic level 12)/ College Librarian (Selection Grade/Academic level 12) to University Deputy Librarian (Academic Level 13A)/College Librarian (Academic Level 13A)

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/ Seminar/ Workshop/ Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten

days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/ programme of at least two weeks (ten days) duration), (iv) Taken/ developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Librarian/College Librarian (Academic Level 13A) to University Deputy Librarian/ College Librarians (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/ Seminar/ Workshop/ Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.
- 3) Evidence of innovative library services, including the integration of ICT in a library.
- 4) A Ph.D. Degree in Library Science/Information Science/Documentation /archives and Manuscript- Keeping.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

E. Career Advancement Scheme (CAS) for Directors of Physical Education and Sports

Note:

- i) The following provisions apply only to those personnel who are not involved in teaching physical education and sports. Teachers in institutions where Physical Education and Sports is a teaching department shall be covered by the provisions given under sections 6.4 (B) and 6.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
- ii) The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College teachers of Physical Education and Sports shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

I. From Assistant Director of Physical Education and Sports (Academic Level 10)/Assistant Professor of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/Assistant Professor of Physical Education and Sports (Senior Scale/Academic Level 11)

Eligibility:

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- i) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil. or Ph.D. degree.
- ii) He/she has attended one Orientation course of 21 days' duration; and
- iii) He/she has done any one of the following: (a) Completed Refresher / Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 5; and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/ Assistant Professor of Physical Education And Sports (Senior Scale/Academic Level 11) to University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12) / Assistant Professor of Physical Education and Sports (Selection Grade/Academic Level 12) .

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years:
(i) Completed one course/programme from among the categories of refresher courses, research methodology workshops, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)/ Assistant Professor of Physical Education and Sports (Selection Grade/Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)/ Associate Professor of Physical Education and Sports (Academic Level 13A)

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years: (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning- Evaluation Technology Programmes/Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in

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Appendix II, Table 5, and;

- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Director Physical Education and Sports/Associate Professor of Physical Education and Sports (Academic Level 13A) to University Deputy Director Physical Education and Sports/Professor of Physical Education and Sports (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years: (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching- Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).
- 3) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- 4) Evidence of having produced good performance of teams/athletes for competitions like state/national / inter-university/combined university, etc.
- 5) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

4.5 Discretionary award of advance increments for those who enter the profession as Associate Professor or Professor with higher merit, high number of research publications of high quality and experience at the appropriate level, shall be within the competence of the appropriate authority of the University concerned or recruiting institution based on the recommendations of a selection committee while considering the case of individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired a Ph. D., M. Phil. or M.Tech. and LL.M. degree. However, those entering the service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports, having a post-doctoral teaching/research experience, after obtaining a Ph.D. degree and proven credentials, may be eligible for discretionary award of advanced increments to be given to the person, as decided and recorded by the Selection Committee in the minutes of its meeting.

5.0 Counting of Past Services for Direct Recruitment and Promotion under CAS

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, etc including Govt. Aided Private Colleges of Haryana should be counted for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the

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case may be.

- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments and the candidate has applied for direct recruitment through proper channel only.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that:
 - (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be
 - (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university and the incumbent was selected to the permanent post in continuation to the Ad-hoc or temporary or contractual service without any break;
 - (iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and
- (g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), while counting the past service under this clause.

6.0. Period of Probation and Confirmation

- 6.1 The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.
- 6.2 The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.
- 6.3 Subject to Clause 5 of this Regulation, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.
- 6.4 The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the State Government.
- 6.5 All other State Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

7.0 Creation and Filling-up of Teaching Posts

- 7.1 Teaching posts in universities, as far as feasible, may be created in a pyramidal order, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professor, per department.
- 7.2 All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

8.0 Appointments on Contract Basis For Universities

The teachers should be appointed on contract basis only when it is absolutely necessary and when the student- teacher ratio does not satisfy the laid-down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly-appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly basic pay of a regularly- appointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing him/her on contract basis for another session.

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For Colleges

For colleges, the existing practice or as decided from time to time shall be adopted.

9.0. Teaching Days

The Universities/Colleges must have at least 180 teaching, i.e., there shall be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays.

The above provision is summarised as follows:

Categorisation	Number of weeks : 6-days a week pattern	
	University	College
Teaching and Learning Process	30 weeks (180 days)	30 weeks (180 days)
Admissions, Examinations, and preparation for Examination	12	10
Vacations	8	10
Public Holidays (to increase and adjust teaching days accordingly)	2	2
Total	52	52

10.0 Workload

10.1

The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It shall be necessary for the teacher to be available for at least Five and half hours daily in the University/College as per existing regulations. However, in the academic interest of the institution and students, Principal or Head of the institution/University may retain the teachers beyond the minimum stay hours and it shall be obligatory on the part of the teachers to comply with any such orders. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra- Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be provided by the University/College. The direct teaching-learning work load should be as follows:

For Universities:

- Assistant Professor - 16 hours per week
- Associate Professor/Professor - 14 hours per week

For Colleges

Direct teaching hours shall be as per existing rules irrespective of the post as Assistant Professor or Associate Professor or Professor and as prescribed by the State Government from time to time.

10.2

A relaxation of two hours per week in the workload may, however, be given to Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work.

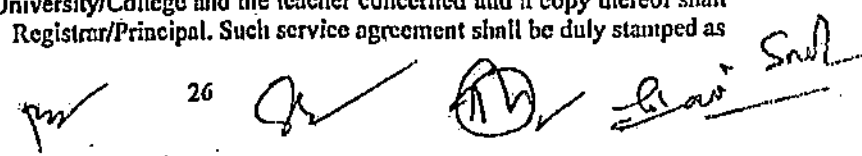
11.0

Service Agreement and Fixing of Seniority

11.1

At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy thereof shall be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as

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- per the government rates applicable.
- 11.2 The self-appraisal methodology, as per clause 4.0 and its sub-clauses 4.1 to 4.4 and all sub-clauses contained therein and as per Tables 1 to 5 of Appendix II, as per eligibility, shall form part of the service agreement/record.
- 11.3 **Inter-se seniority between the direct recruited and teachers promoted under CAS**
For Universities:
The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under the CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. However, rules and regulations of the State Government shall apply, for all matters of seniority.
For Colleges:
As per existing rules/practice or as decided by the Govt. from time to time shall apply.

APPENDICES

Appendix I	Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables (MHRD Notification MHRD letters No. Corrigendum F.No.1-7/2015-U.II(1) dated 08.11.2017
Appendix II	Assessment Criteria and Methodology Table 1 to 3 - For University and College Teachers Table 4 - For Assistant Librarian, Deputy Librarian, Librarian etc. Table 5 - For Assistant Director/Deputy Director/Director Physical Education and Sports etc.

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Pay Matrix

Appendix I

Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables


Pay Band (Rs.)	15,600-39,100			37,400-67,000		67,000-79,000
Grade Pay (Rs.)	6,000	7,000	8,000	9,000	10,000	0
Index of rationalization	2.67	2.67	2.67	2.67	2.72	2.72
Entry Pay (Rs.)	21,600	25,790	29,900	49,200	53,000	67,000
Academic Level	10	11	12	13A	14	15
Rationalization Entry Pay (Rs.)1	57,700	68,900	79,800	1,31,400	1,44,200	1,82,200
2	59,400	71,000	82,200	1,35,300	1,48,500	1,87,700
3	61,200	73,100	84,700	1,39,400	1,53,000	1,93,300
4	63,000	75,300	87,200	1,43,600	1,57,600	1,99,100
5	64,900	77,600	89,800	1,47,900	1,62,300	2,05,100
6	66,800	79,900	92,500	1,52,300	1,67,200	2,11,300
7	68,500	82,300	95,300	1,56,900	1,72,200	2,17,600
8	70,900	84,800	98,200	1,61,600	1,77,400	2,24,100
9	73,000	87,300	1,01,100	1,66,400	1,82,700	
10	75,200	89,900	1,04,100	1,71,400	1,88,200	
11	77,500	92,600	1,07,200	1,76,500	1,93,800	
12	79,800	95,400	1,10,400	1,81,800	1,99,600	
13	82,200	98,300	1,13,700	1,87,300	2,05,600	
14	84,700	1,01,200	1,17,100	1,92,900	2,11,800	
15	87,200	1,04,200	1,20,600	1,98,700	2,18,200	
16	89,800	1,07,300	1,24,200	2,04,700		
17	92,500	1,10,500	1,27,900	2,10,500		
18	95,300	1,13,800	1,31,700	2,17,100		
19	98,200	1,17,200	1,35,700			
20	1,01,100	1,20,700	1,39,800			
21	1,04,100	1,24,300	1,44,000			
22	1,07,200	1,28,000	1,48,300			
23	1,10,400	1,31,800	1,52,700			
24	1,13,700	1,35,800	1,57,300			
25	1,17,100	1,39,900	1,62,000			
26	1,20,600	1,44,100	1,66,900			
27	1,24,200	1,48,400	1,71,900			
28	1,27,900	1,52,900	1,77,100			
29	1,31,700	1,57,500	1,82,400			
30	1,35,700	1,62,200	1,87,900			
31	1,39,800	1,67,100	1,93,500			
32	1,44,000	1,72,100	1,99,300			
33	1,48,300	1,77,300	2,05,300			
34	1,52,700	1,82,600	2,11,500			
35	1,57,300	1,88,100				
36	1,62,000	1,93,700				
37	1,66,900	1,99,500				
38	1,71,900	2,05,500				
39	1,77,100					
40	1,82,400					

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Table 1
Assessment Criteria and Methodology for University/College Teachers

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above – Good Below 80% but 70% & above- Satisfactory Less than 70% - Not satisfactory
2.	Involvement in the University/College students related activities/research activities: (a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college / university activities. (e) Evidence of actively involved in guiding Ph.D. students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer- reviewed or UGC list of Journals.	Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved/ undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities
<p>Overall Grading: Good: Good in teaching and satisfactory or good in activity at Sl. No. 2 Or Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2. Not Satisfactory: If neither good nor satisfactory in overall grading</p> <p>Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.</p>		



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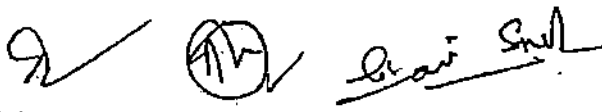
Table 2

(Appendix II Contd.)

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences/Engineering/Agriculture/Medical/Veterinary Sciences	Faculty of Languages/Humanities/Arts/Social Sciences/Library/Education/Physical Education/Commerce/Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals		
2.	Publications (other than Research papers)		
	(a) Books authored which are published by ;		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Contentwriter/subject matter expert for each module of MOOCs (at least one quadrant)	02	02



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	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/paper /e-book	10	10
4	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G. dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy		
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list):

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor > 10 - 30 Points

(a) Two authors: 70% of total value of publication for each author.

(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b): Policy Document and 6: Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.



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Table 3A

(Appendix II Contd.)

Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Universities

S.N.	Academic Record	Score			
		1.	Graduation	80% & Above = 15	60% to less than 80% = 13
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	30			
5.	NET with JRF	07			
	NET	05			
	SLET/SET	03			
6.	Research Publications	10 (Max.)			
	a. SCOPUS/ Web of Science	03 marks / publication			
	b. UGC CARE list w.e.f. June, 2019 / Publications prior to June, 2019 in peer reviewed or UGC old listed journals	02 marks / publication			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards	03			
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

However, if the period of teaching/post-doctoral experience is less than one year then the marks shall be reduced proportionately. The candidates are required to submit Form No. 16 for claimed period in addition to the experience certificate.

Note:

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

(B) Number of candidates to be called for interview shall be decided by the concerned universities.

(C)	Academic Score	-	80
	Research Publications	-	10
	Teaching Experience	-	10
	Total	-	100

(D) Score shall be valid for appointment in respective State SLET/SET Universities/ Colleges/ Institutions only

33.

Table 3B

(Appendix II Contd.)

Criteria for Short-listing of candidates for Interview for the Post of Assistant Professors in Colleges

S.N.	Academic Record	Score			
		1.	Graduation	80% & Above = 21	60% to less than 80% = 19
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	25			
5.	NET with JRF	10			
	NET	08			
	SLET/SET	05			
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	06			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards	03			
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

However, if the period of teaching/post-doctoral experience is less than one year then the marks shall be reduced proportionately. The candidates are required to submit Form No. 16 for claimed period in addition to the experience certificate.

Note : (A)

- (i) M.Phil. +Ph.D. Maximum - 25Marks
(ii) JRF/NET/SET Maximum - 10Marks
(iii) In awards category Maximum - 03Marks

(B) Number of candidates to be called for interview shall be decided by the college.

- (C) Academic Score - 84
Research Publications - 06
Teaching Experience - 10

(D) TOTAL - 100
SLET/SET score shall be valid for appointment in respective State Universities/Colleges/institutions only.

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Table 4 (Appendix II Contd.)
Assessment Criteria and Methodology for Librarians

S.No.	Activity	Grading Criteria
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, interalia, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website 	<p>90% and above – Good</p> <p>Below 90% but 80% and above - Satisfactory</p> <p>Less than 80% - Not satisfactory</p>
2.	<p>Conduct of seminars/workshops related to library activity or on specific books or genre of books.</p>	<p>Good – 1 National level seminar/ workshop + 1 State/institution level workshop/Seminar</p> <p>Satisfactory - 1 National level seminar/ workshop or 1 State level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar /workshop</p> <p>Unsatisfactory – Not falling in above two categories</p>
3.	<p>If library has a computerized database then OR</p> <p>If library does not have a computerized database</p>	<p>Good – 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> <p>OR</p> <p>Good – 100% Catalogue database made up to date</p> <p>Satisfactory- 90% catalogue database made up to date</p> <p>Unsatisfactory - Catalogue database not upto mark.</p> <p>(To be verified in random by the CAS Promotion Committee)</p>

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4.	Checking inventory and extent of missing books	<p>Good : Checked inventory and missing book less than 0.5%</p> <p>Satisfactory - Checked inventory and missing book less than 1%</p> <p>Unsatisfactory – Did not check inventory</p> <p>Or</p> <p>Checked inventory and missing books 1% or more.</p>
5.	<p>(i) Digitisation of books database in institution having no computerized database.</p> <p>(ii) Promotion of library network.</p> <p>(iii) Systems in place for dissemination of information relating to books and other resources.</p> <p>(iv) Assistance to college administration and governance related work including work done during admissions, examinations and extra curricular activities.</p> <p>(v) Design and offer short-term courses for users.</p> <p>(vi) Publications of at least one research paper in UGC approved journals.</p>	<p>Good - Involved in any two activities</p> <p>Satisfactory - At least one activity</p> <p>Not Satisfactory - Not involved/ undertaken any of the activities.</p>
Overall Grading	<p>Good : Good in Item 1 and satisfactory/good in any two other items including Item 4.</p> <p>Satisfactory : Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4.</p> <p>Not satisfactory : If neither good nor satisfactory in overall grading.</p>	
<p>Note :</p> <ol style="list-style-type: none"> (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment. (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion. (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee. 		

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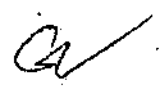

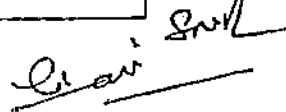
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Table 5

(Appendix II Contd.)

Assessment Criteria and Methodology for Directors of Physical Education and Sports

S. No.	Activity	Grading Criteria
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	90 and above - Good Above 80 but below 90- Satisfactory. Less than 80 - Not satisfactory.
2.	Organizing intra college competition	Good - Intra college competition in more than 5 disciplines. Satisfactory - Intra college competition in 3-5 disciplines. Unsatisfactory - Neither good nor satisfactory.
3.	Institution participating in national competitions	Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines. Satisfactory- State level competition in at least one discipline plus district level competition in at least 3 disciplines. Or District level competition in at least 5 disciplines. Unsatisfactory - Neither good nor satisfactory.
4.	Up-gradation of sports and physical training infrastructure with scientific and technological inputs. Development and maintenance of playfields and sports and physical Education facilities.	Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee.
5.	(i) At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition. (ii) Being invited for coaching at state/national level. (iii) Organizing at least three workshops in a year. (iv) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extra curricular college activities.	Good: Involved in any two activities. Satisfactory: 1 activity Not Satisfactory : Not involved/undertaken any of the activities.
Overall Grading	Good: Good in Item 1 and satisfactory/good in any two other items. Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items. Not Satisfactory: If neither good nor satisfactory in overall grading.	

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- Note:**
- i) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment.
 - ii) The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee.
 - iii) The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.

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**Code of Professional Ethics for Teachers and other
Academic Officers**

I. Teachers and their Responsibilities:

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teacher should be calm, patient and communicative by temperament and amiable indisposition.

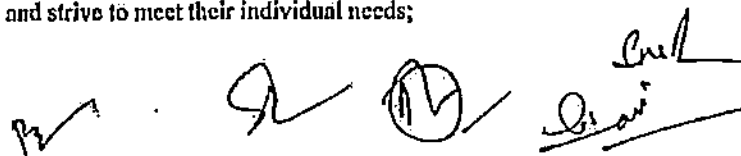
Teacher should:

- i) Adhere to a responsible pattern of conduct and demean or expected of them by the community;
- ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- iii) Seek to make professional growth continuous through study and research;
- iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;
- v) Maintain active membership of professional organisations and strive to improve education and profession through them;
- vi) Perform their duties in the form of teaching, tutorials, practicals, seminars and research work, conscientiously and with dedication;
- vii) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- viii) Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices and tradition;
- ix) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- x) Participate in extension, co-curricular and extra-curricular activities, including the community service.

II. Teachers and Students

Teachers should:

- (i) Respect the rights and dignity of the student in expressing his/her opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics;
- (iii) Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs;



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- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
 - (v) Inculcate among students scientific temper, spirit of inquiry and ideals of democracy, patriotism, social justice, environmental protection and peace;
 - (vi) Treat the students with dignity and not behave in a vindictive manner towards any of them for any reason;
 - (vii) Pay attention to only the attainment of the student in the assessment of merit;
 - (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
 - (ix) Aid students to develop an understanding of our national heritage and national goals; and
 - (x) Refrain from inciting students against other students, colleagues or administration.

III. Teachers and Colleagues

Teachers should:

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from making unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. Teachers and Authorities:

Teachers should:

- i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organisations for change of any such rule detrimental to the professional interest;
- ii) Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- iv) Co-operate through their organisations in the formulation of policies of the other institutions and accept offices;
- v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession;
- vi) Adhere to the terms of contract;
- vii) Give and expect due notice before a change of position takes place; and
- viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

The bottom of the page features several handwritten signatures and initials. From left to right, there is a signature that appears to be 'M', another signature that looks like 'G', a circular stamp or mark containing the letters 'ML', and a signature that reads 'Gaur' followed by 'Sudh'.

V. Teachers and Non-Teaching Staff:

Teachers should:

- (i) Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution;
- (ii) Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

VI. Teachers and Guardians Teachers should:

Try to see through teachers' bodies and organisations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

VII. Teachers and Society Teachers should:

- (i) Recognise that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for national integration.

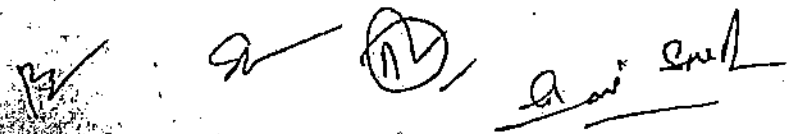
The Vice-Chancellor/Pro-Vice-Chancellor/Rector

The Vice-Chancellor/Pro-Vice-Chancellor/Rector should:

- (i) Provide inspirational and motivational value-based academic and executive leadership to the university through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- (ii) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the university;
- (iii) Act as steward of the university's assets in managing the resources responsibly; optimally, effectively and efficiently for providing a conducive working and learning environment;
- (iv) Promote the collaborative, shared and consultative work culture in the university, paving way for innovative thinking and ideas;
- (v) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- (vi) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

College Principal should;

- a) Provide inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- b) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the college;



- c) Act as steward of the College's assets in managing the resources responsibly, optimally, effectively and efficiently for providing a conducive working and learning environment;
- d) Promote the collaborative, shared and consultative work culture in the college, paving way for innovative thinking and ideas;
- e) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- f) Adhere to a responsible pattern of conduct and demean or expected of them by the community;
- g) Manage their private affairs in a manner consistent with the dignity of the profession;
- h) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- i) Participate in extension, co-curricular and extra-curricular activities, including the community service.
- j) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

Director Physical Education and Sports (University/College)/Librarian (University/College) should;

- a) Adhere to a responsible pattern of conduct and demean or expected of them by the community;
- b) Manage their private affairs in a manner consistent with the dignity of the profession;
- c) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- d) Participate in extension, co-curricular and extra-curricular activities, including the community service.
- e) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.













विश्वविद्यालय अनुदान आयोग
University Grants Commission
(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)
बहादुरशाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Annexure-D

F.1-1/2018(Journal/CARE)

16th September, 2019

PUBLIC NOTICE

In the interests of Indian academic publishing and the credibility of our research and knowledge production, the UGC reiterates the following :

- (1) The old 'UGC Approved List of Journals' has been replaced with the new 'UGC-CARE Reference List of Quality Journals' (UGC-CARE List) and with effect from 14th June, 2019 research publications only from the journals indexed in UGC-CARE List should be considered prospectively for any academic purpose.
- (2) The Vice Chancellors, Selection Committees, Screening Committees, research supervisors and all/any expert(s) involved in academic/ performance evaluation and assessment are hereby advised to ensure that their decisions in the case of selections, promotions, credit-allotment, award of research degrees etc. must be based on the quality of published work rather than just numbers or a mere presence in peer reviewed or in old UGC Approved List of Journals which is available for reference on the UGC website.

(P.K. Thakur)
Secretary(Officiating)

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Selection Criteria

Appendix - C/7

1. Criteria for shortlisting and selection of candidates for appointment to the post of Assistant Professor in the University:

A. Criteria for shortlisting the candidates for appointment to the post of Assistant Professor in the University

S. No.	Academic Record	Score			
		80% & Above = 15	60% to less than 80% = 13	55% to less than 60% = 10	45% to less than 55% = 05
1.	Graduation				
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	
3.	M. Phil.	80% & above = 07	55% to less than 60% = 05	Maximum - 30 marks	
4.	Ph.D.	30			
5.	NET with JRF	07		Maximum - 07 marks	
	NET	05			
	SLET/SET	03			
6.	*Research Publications	10 (Max.)			
	a. SCOPUS/Web of Science	03 marks / publication			
	b. UGC CARE list w.e.f. 14 th June 2019/ Publications prior to 14 th June, 2019 in peer reviewed or UGC old listed journals	02 marks / publication			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards	Maximum - 03 marks			
	International / National level (Awards given by International Organizations/ Government of India/ Government of India recognized National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

If the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately. The candidates are required to submit Form No. 16 for claimed period in addition to the experience certificate.

The candidates who will be awarded at least 50% marks as per 'A' on pre-page shall form list of shortlisted candidates.

If the number of shortlisted candidates is more than $12+3n$ for n ($n=1,2,3,\dots$) posts, for example, if it is more than 15 for single post and more than 18,21,24,... for 2,3,4,... posts, respectively, then further shortlisting will be done in the manner as given in 'B' below.

However, in case of number of candidates is less than equal to $12+3n$ (for $n=1,2,3,\dots$ posts), no further shortlisting will be done. The process shall not be carried forward, if the number of eligible candidates is less than three.

The process of shortlisting / selection will be carried out for filling up only that many advertised posts which satisfy atleast 1:3 ratio for advertised number of posts to the number of eligible candidates e.g. If there are 7 applicants for three advertised posts, then selection shall be made only against two posts.

Note:

*Criteria for Calculation of Marks for Joint Publication(s)(Research Papers/Books): Of the total score for the relevant category of publications by the concerned applicant the First/Principal author/ Corresponding author would share 70% of the total value of publication and remaining 30% of the total value of publication for each of other authors. For example, if the total score for a publication is 02(say), then the first/principal author/corresponding author would get 1.4 marks each and the other authors would get 0.6 marks each. However, the marks for research paper(s) published will be considered only if the candidate will submit authentic proof for the same up to the last day of the receipt of the applications.

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B. Criteria for further shortlisting:

The candidates, shortlisted on the basis of marks as per 1(A) and for whom further shortlisting is to be done, shall appear in a test for assessing their domain knowledge and Research Aptitude. The test shall comprise 100 Multiple Choice Questions of one mark each ($\frac{1}{4}$ marks shall be deducted for each wrong answer) and shall be of 90 minutes duration.

For n (n=1,2,3,...) posts, top 12+3n candidates based upon the performance in test will be shortlisted for appearing before the Selection Committee. In case of tie of score with the lowest qualified candidates, all such candidates having same score shall also be included in the second list of short listed candidates.

2. Selection of shortlisted candidates for UTDs/ MDU-CPAS/Centre for Distance and Online Education (CDOE):

The shortlisted candidates shall appear before the selection committee having composition as per Statute - 22 of M. D. University Act.

The selections shall be based on the performance in the interview by assessing the following:

Sr. No.	Component	Weightage
(i)	Subject Knowledge & Research Aptitude	50%
(ii)	Presentation, Communication Skills & ICT Knowledge	30%
(iii)	Overall Personality	20%

Note: If the committee does not find any candidate suitable for the post(s), it may declare 'none of the candidates found suitable'.

3. Selection Criteria for Assistant Professors on Contract shall also be the same as that prescribed for the regular Assistant Professors. However, the composition of the selection committee will be as under as prescribed by the UGC:

- (i) The Vice-Chancellor or his/her nominee shall be the Chairperson of the Selection Committee
- (ii) One expert in the concerned subject nominated by the Vice-Chancellor.
- (iii) Dean of the concerned Faculty; wherever applicable
- (iv) Head/Chairperson of the Department/School
- (v) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice-Chancellor or Acting Vice-Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the Selection Committee does not belong to that category.

At least four members, including one outside subject expert shall constitute the quorum.

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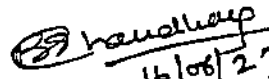
PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR FOR PRESCRIBING QUALIFICATIONS AND SELECTION CRITERIA IN RESPECT OF VARIOUS NON-TEACHING POSTS OF GROUP(S) A, B, C AND D FOR DIRECT RECRUITMENT HELD ON 06.03.2023, 19.05.2023 AND 16.06.2023 AT 11:00 AM IN THE REGISTRAR'S COMMITTEE ROOM, MAHARSHI DAYANAND UNIVERSITY, ROHTAK.

The following members were present:

- | | |
|--|----------|
| 1. Prof. Surendra Kumar, Deptt. of Sanskrit | Convener |
| 2. Prof. Bhagwan Singh, Deptt. of Geo-Physics(KUK) | Member |
| 3. Dr. Satish Malik, Librarian | Member |
| 4. Finance Officer | Member |
| 5. Deputy Registrar (Estt. NT) | Member |

The Committee discussed the matter at length regarding the qualifications & Selection Criteria for the post of Section Officer, Accounts Officer(DDE), Lecturer (School Cadre)-English & Biology, TGT-Work Experience, Mathematics & English and Security Guard for Budgeted posts were finalized and recommended as at Annexure (A to H).


(Surendra Kumar) 16/6/23


(Bhagwan Singh) 16/06/23


(Satish Malik) 16.6.23


(Mukesh Bhatt) 16/6/23


(Gian Girdhar) 16.6.23

QUALIFICATION AND SELECTION CRITERIA FOR THE POST OF SECTION OFFICER

Pay Scale : Level-6 (35400 - 112400) + 100 SP

Qualifications:

- (i) Bachelor's Degree in Commerce with 50% marks.
OR
Bachelor's Degree having qualified S.A.S. Exams.
- (ii) 10 years experience out of which 05 years should be as Assistant or an equivalent post in recognized Educational Institute/Govt. Office.
- (iii) Hindi/Sanskrit upto Matric Standard or Higher.

SELECTION CRITERIA:

- A) Domain Knowledge Test 75 Marks
- B) Academic Qualifications 15 Marks
- C) Socio-Economic Criteria and Experience 10 Marks.

Note:

> The merit list shall be prepared based upon the scores in criterion A to C.

- A) Domain Knowledge Test : Max Marks : - 75
- Total Marks:- 100 Time: 90 Minutes

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 75.

DOMAIN KNOWLEDGE SYLLABUS

Knowledge of Accounts, Auditing, Income Tax & GST, Computer Applications, MS Office and Accounting software(s).

B) Academic Qualifications:		Max. Marks:15
i)	Graduation upto 50 % Marks	00 Marks
	Graduation above 50% to 60% Marks	02 Marks
	Graduation above 60% to 70% Marks	05 Marks
	Graduation above 70% Marks to 80% Marks	07 Marks
	Graduation above 80% Marks	10 Marks
ii)	Master Degree in Commerce/Management	05 Marks

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C) Socio-Economic Criteria and Experience:

Max. Marks:10

In light of G.S.R. 25/Const./Art.309/2019 dated 11 June, 2019 issued by Chief Secretary to Government, Haryana, the 10 marks for socio-economic criteria and experience shall be allocated as follows:

- 1) If neither the applicant nor any person from among the applicant's family viz father, mother spouse, brothers and sons is, was or has been a regular employee in any Department/Board /Corporation /Company/ Statutory Body/Commission /Authority of Government of Haryana or any other State Government or the Government of India; (5 Marks)
- 2) If the applicant is:
 - (i) a Widow ; or
 - (ii) the first or the second child and his father had died before attaining the age of forty two years; or
 - (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years; (5 Marks)
- 3) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class; (5 Marks)
- 4) Experience: One-half (1/2) mark for each year or part thereof exceeding six months of experience, out of maximum of sixteen years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Govt. of Haryana. No marks shall be awarded for any period less than six months. (8 Marks)

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

- a) Higher marks in Domain Knowledge Test.
- b) Higher marks in Qualifying Examination.
- c) Senior in age.

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**QUALIFICATION AND SELECTION CRITERIA FOR THE POST OF
ACCOUNTS OFFICER (DDE)**

Pay Scale : Level-6 (35400 - 112400)

Qualifications:

- (i) Commerce Graduate with 55% marks.
- (ii) 12 Years experience of working in a University/Education Institutions/State Government/Research Institutions out of which 05 years experience as Assistant/ Accountant.
- (iii) Hindi/Sanskrit upto Matric Standard or Higher.

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SAS or Chartered Accountancy or Cost Accountancy from a recognized Institute.

SELECTION CRITERIA:

A) Domain Knowledge Test	75 Marks
B) Academic Qualifications	15 Marks
C) Socio-Economic Criteria and Experience	10 Marks.

Note:

➤ The merit list shall be prepared based upon the scores in criterion A to C.

A) Domain Knowledge Test :	Max Marks : - 75
Total Marks:- 100	Time: 90 Minutes

Question paper will contain 100 MCO's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 75.

DOMAIN KNOWLEDGE SYLLABUS

Knowledge of Accounts, Auditing, Income Tax & GST, Computer Applications, MS Office and Accounting software(s).

		Max. Marks:15
B)	Academic Qualifications:	
i)	Graduation upto 55 % Marks	00 Marks
	Graduation above 55% to 60% Marks	02 Marks
	Graduation above 60% to 70% Marks	05 Marks
	Graduation above 70% Marks to 80% Marks	07 Marks
	Graduation above 80% Marks	10 Marks
ii)	Master Degree in Commerce/Management	05 Marks

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C) Socio-Economic Criteria and Experience:

Max. Marks:10

In light of G.S.R. 25/Const./Art.309/2019 dated 11 June, 2019 issued by Chief Secretary to Government, Haryana, the 10 marks for socio-economic criteria and experience shall be allocated as follows:

- 1) If neither the applicant nor any person from among the applicant's family viz father, mother spouse, brothers and sons is, was or has been a regular employee in any Department/Board /Corporation /Company/ Statutory Body/Commission /Authority of Government of Haryana or any other State Government or the Government of India; (5 Marks)
- 2) If the applicant is:
 - (i) a Widow ; or
 - (ii) the first or the second child and his father had died before attaining the age of forty two years; or
 - (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years; (5 Marks)
- 3) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class; (5 Marks)
- 4) Experience: One-half ($\frac{1}{2}$) mark for each year or part thereof exceeding six months of experience, out of maximum of sixteen years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Govt. of Haryana. No marks shall be awarded for any period less than six months. (8 Marks)

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

- a) Higher marks in Domain Knowledge Test.
- b) Higher marks in Qualifying Examination.
- c) Senior in age.

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**QUALIFICATION AND SELECTION CRITERIA FOR THE POST OF
LECTURER (SCHOOL CADRE)-ENGLISH**

Pay Scale : Level-8 (47600-151100)

Qualifications:

- (i) Master's Degree in English with 50% marks from recognized University.
- (ii) B.Ed. from recognized University.
- (iii) Certificate of having passed Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET).
- (iv) Hindi/Sanskrit upto Matric Standard or Higher.
- (v) Consistent good academic record.

Note: "Good Academic Record means the candidate having 50% marks after taking average of any three examination from 10th/12th/Graduation/Post Graduation as the case may be. However, the candidate must have at least 50% marks in Post-Graduation except PGT Computer Science and in case of PGT Computer Science, the candidate must have atleast 55% marks in Post-Graduation/Graduation as the case may be"

SELECTION CRITERIA:

A) Domain Knowledge Test	60 Marks
B) Academic Qualifications	15 Marks
C) Socio-Economic Criteria and Experience	10 Marks
D) Interview	15 Marks.

Note:

> The merit list shall be prepared based upon the scores in criterion A to D.

A) Domain Knowledge Test :	Max Marks : - 60
Total Marks:- 100	Time: 90 Minutes

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 60.

DOMAIN KNOWLEDGE SYLLABUS

i) General Knowledge	Max Marks - 20
ii) Subject Knowledge	Max Marks - 40
B) Academic Qualifications:	Max. Marks:15

i)	Matric (10 th)		Max. Marks - 03
	60% to less than 70%	1.00 marks	
	70% to less than 80%	2.00 marks	
	80% and above	3.00 marks	
ii)	10+2		Max. Marks - 03
	60% to less than 70%	1.00 marks	
	70% to less than 80%	2.00 marks	
	80% and above	3.00 marks	

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iii)	Graduation 60% to less than 70% 70% to less than 80% 80% and above	1.00 marks 2.00 marks 3.00 marks	Max. Marks - 03
iv)	Post Graduation in the concerned subject 51% to less than 60% 60% to less than 70% 70% and above	1.00 marks 2.00 marks 3.00 marks	Max. Marks - 03
v)	Additional Higher Qualification M.Phil in Concerned Subject Ph.D. in Concerned Subject	2.00 marks 3.00 marks	Max.Marks - 03

C) Socio-Economic Criteria and Experience:

Max. Marks : 10

In light of G.S.R. 25/Const./Art.309/2019 dated 11 June, 2019 issued by Chief Secretary to Government, Haryana, the 10 marks for socio-economic criteria and experience shall be allocated as follows:

- 1) If neither the applicant nor any person from among the applicant's family viz father, mother spouse, brothers and sons is, was or has been a regular employee in any Department/Board /Corporation /Company/ Statutory Body/Commission /Authority of Government of Haryana or any other State Government or the Government of India;
(5 Marks)
- 2) If the applicant is:
 - (i) a Widow ; or
 - (ii) the first or the second child and his father had died before attaining the age of forty two years; or
 - (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years;
(5 Marks)
- 3) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class;
(5 Marks)
- 4) Experience: One (1) mark for each year or part thereof exceeding six months of experience, out of maximum of ten years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Govt. of Haryana. No marks shall be awarded for any period less than six months.
(8 Marks)

D) Interview

Max. Marks : 15

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

- a) Higher marks in Domain Knowledge Test.
- b) Higher marks in Qualifying Examination.
- c) Interview marks
- d) Senior in age.

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QUALIFICATION AND SELECTION CRITERIA FOR THE POST OF LECTURER (SCHOOL CADRE)-BIOLOGY

Pay Scale : Level-8 (47600-151100)

Qualifications:

- (i) Master's Degree in Botany/Zoology/Life Sciences/Bio-Science/Bio-Chemistry/Genetics/Micro Biology/Bio-technology/Molecular Biology/Plant Physiology provided they have studied Botany and Zoology at graduation with 50% marks from recognized University.
- (ii) B.Ed. from recognized University.
- (iii) Certificate of having passed Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET).
- (iv) Hindi/Sanskrit upto Matric Standard or Higher.
- (v) Consistent good academic record.

Note: "Good Academic Record means the candidate having 50% marks after taking average of any three examination from 10th/12th/Graduation/Post Graduation as the case may be. However, the candidate must have at least 50% marks in Post-Graduation except PGT Computer Science and in case of PGT Computer Science, the candidate must have atleast 55% marks in Post-Graduation/Graduation as the case may be".

SELECTION CRITERIA:

- A) Domain Knowledge Test 60 Marks
- B) Academic Qualifications 15 Marks
- C) Socio-Economic Criteria and Experience 10 Marks
- D) Interview 15 Marks.

Note:

➤ The merit list shall be prepared based upon the scores in criterion A to D.

A) Domain Knowledge Test : Max Marks : - 60

Total Marks:- 100 Time: 90 Minutes

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 60.

DOMAIN KNOWLEDGE SYLLABUS

- i) General Knowledge Max Marks - 10
- ii) English upto 10th Class Max Marks - 10
- iii) Subject Knowledge Max Marks - 40

B) Academic Qualifications: Max. Marks:15

i)	Matric (10 th)		Max. Marks - 03	
	60% to less than 70%			1.00 marks
	70% to less than 80%			2.00 marks
	80% and above			3.00 marks
ii)	10+2		Max. Marks - 03	

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	60% to less than 70% 70% to less than 80% 80% and above	1.00 marks 2.00 marks 3.00 marks	
iii)	Graduation 60% to less than 70% 70% to less than 80% 80% and above	1.00 marks 2.00 marks 3.00 marks	Max. Marks - 03
iv)	Post Graduation in the concerned subject 51% to less than 60% 60% to less than 70% 70% and above	1.00 marks 2.00 marks 3.00 marks	Max. Marks - 03
v)	Additional Higher Qualification M.Phil in Concerned Subject Ph.D. in Concerned Subject	2.00 marks 3.00 marks	Max. Marks - 03

C) Socio-Economic Criteria and Experience:

Max. Marks : 10

In light of G.S.R. 25/Const./Art.309/2019 dated 11 June, 2019 issued by Chief Secretary to Government, Haryana, the 10 marks for socio-economic criteria and experience shall be allocated as follows:

- 1) If neither the applicant nor any person from among the applicant's family viz father, mother spouse, brothers and sons is, was or has been a regular employee in any Department/Board /Corporation /Company/ Statutory Body/Commission /Authority of Government of Haryana or any other State Government or the Government of India;
(5 Marks)
- 2) If the applicant is:
 - (i) a Widow ; or
 - (ii) the first or the second child and his father had died before attaining the age of forty two years; or
 - (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years;(5 Marks)
- 3) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class;
(5 Marks)
- 4) Experience: One (1) mark for each year or part thereof exceeding six months of experience, out of maximum of ten years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Govt. of Haryana. No marks shall be awarded for any period less than six months.
(8 Marks)

D) Interview

Max. Marks : 15

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

- a) Higher marks in Domain Knowledge Test.
- b) Higher marks in Qualifying Examination.
- c) Interview marks
- d) Senior in age.

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**QUALIFICATION AND SELECTION CRITERIA FOR THE POST OF
TGT (WORK EXPERIENCE)**

Pay Scale : Level-7 (44900 - 142400)

Qualifications:

- (i) B.Sc. (Electronics) with 50% marks.
OR
Degree in Electrical or Electronics Engineering from a recognized University with 50% marks.
- (ii) B.Ed. from recognized University.
- (iii) Certificate of having passed Haryana Teacher Eligibility Test (HTET)/STET or Central Teacher Eligibility Test (CTET).
- (iv) Hindi/Sanskrit upto Matric Standard or Higher.

SELECTION CRITERIA:

A) Domain Knowledge Test	60 Marks
B) Academic Qualifications	15 Marks
C) Socio-Economic Criteria and Experience	10 Marks
D) Interview	15 Marks.

Note:

> The merit list shall be prepared based upon the scores in criterion A to D.

A) Domain Knowledge Test :	Max Marks : - 60
Total Marks:- 100	Time: 90 Minutes

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 60.

DOMAIN KNOWLEDGE SYLLABUS

i) General Knowledge	Max Marks - 10
ii) English upto 10 th Class	Max Marks - 10
iii) Subject Knowledge	Max Marks - 40

B) Academic Qualifications:

Max. Marks:15

i)	Matric (10 th)		Max. Marks - 04
	51% to less than 60%	1.00 marks	
	60% to less than 70%	2.00 marks	
	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
ii)	10+2		Max. Marks - 04
	51% to less than 60%	1.00 marks	
	60% to less than 70%	2.00 marks	
	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
iii)	Graduation		Max. Marks - 04

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	51% to less than 60%	1.00 marks	
	60% to less than 70%	2.00 marks	
	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
iv)	Additional Higher Qualification	1.00 marks	Max. Marks - 03
	Post Graduation in the concerned Subject	2.00 marks	
	M.Phil in the concerned Subject	3.00 marks	
	Ph.D. in the concerned Subject		

C) Socio-Economic Criteria and Experience:

Max. Marks : 10

In light of G.S.R. 25/Const./Art.309/2019 dated 11 June, 2019 issued by Chief Secretary to Government, Haryana, the 10 marks for socio-economic criteria and experience shall be allocated as follows:

- 1) If neither the applicant nor any person from among the applicant's family viz father, mother spouse, brothers and sons is, was or has been a regular employee in any Department/Board /Corporation /Company/ Statutory Body/Commission /Authority of Government of Haryana or any other State Government or the Government of India;

(5 Marks)
- 2) If the applicant is:
 - (i) a Widow ; or
 - (ii) the first or the second child and his father had died before attaining the age of forty two years; or
 - (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years;

(5 Marks)
- 3) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class;

(5 Marks)
- 4) Experience: One (1) mark for each year or part thereof exceeding six months of experience, out of maximum of ten years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Govt. of Haryana. No marks shall be awarded for any period less than six months.

(8 Marks)

D) Interview

Max. Marks : 15

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

- a) Higher marks in Domain Knowledge Test.
- b) Higher marks in Qualifying Examination.
- c) Interview marks.
- d) Senior in age.

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QUALIFICATION AND SELECTION CRITERIA FOR THE POST OF
TGT (MATEMATICS)

Pay Scale : Level-7 (44900 - 142400)

Qualifications:

- (i) Bachelor's Degree from a recognised University with at least 50% marks in Mathematics as compulsory or elective or Core or Honours subject.
- (ii) B.Ed. from recognized University.
- (iii) Certificate of having passed Haryana Teacher Eligibility Test (HTET)/STET or Central Teacher Eligibility Test (CTET).
- (iv) Hindi/Sanskrit upto Matric Standard or Higher.

SELECTION CRITERIA:

A) Domain Knowledge Test	60 Marks
B) Academic Qualifications	15 Marks
C) Socio-Economic Criteria and Experience	10 Marks
D) Interview	15 Marks.

Note:

- The merit list shall be prepared based upon the scores in criterion A to D.

A) Domain Knowledge Test :	Max Marks : - 60
Total Marks:- 100	Time: 90 Minutes

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 60.

DOMAIN KNOWLEDGE SYLLABUS

i) General Knowledge	Max Marks - 10
ii) English upto 10 th Class	Max Marks - 10
iii) Subject Knowledge	Max Marks - 40

B) Academic Qualifications:	Max. Marks:15
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i)	Matric (10 th)		Max. Marks - 04
	51% to less than 60%	1.00 marks	
	60% to less than 70%	2.00 marks	
	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
ii)	10+2		Max. Marks - 04
	51% to less than 60%	1.00 marks	
	60% to less than 70%	2.00 marks	
	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
iii)	Graduation		Max. Marks - 04
	51% to less than 60%	1.00 marks	

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	60% to less than 70%	2.00 marks	
	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
iv)	Additional Higher Qualification		Max. Marks - 03
	Post Graduation in the concerned Subject	1.00 marks	
	M.Phil in the concerned Subject	2.00 marks	
	Ph.D. in the concerned Subject	3.00 marks	

C) Socio-Economic Criteria and Experience:

Max. Marks : 10

In light of G.S.R. 25/Const./Art.309/2019 dated 11 June, 2019 issued by Chief Secretary to Government, Haryana, the 10 marks for socio-economic criteria and experience shall be allocated as follows:

- 1) If neither the applicant nor any person from among the applicant's family viz father, mother spouse, brothers and sons is, was or has been a regular employee in any Department/Board /Corporation /Company/ Statutory Body/Commission /Authority of Government of Haryana or any other State Government or the Government of India;
(5 Marks)
- 2) If the applicant is:
 - (i) a Widow ; or
 - (ii) the first or the second child and his father had died before attaining the age of forty two years; or
 - (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years;(5 Marks)
- 3) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class;
(5 Marks)
- 4) Experience: One (1) mark for each year or part thereof exceeding six months of experience, out of maximum of ten years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Govt. of Haryana. No marks shall be awarded for any period less than six months.
(8 Marks)

D) Interview

Max. Marks : 15

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

- a) Higher marks in Domain Knowledge Test.
- b) Higher marks in Qualifying Examination.
- c) Interview marks
- d) Senior in age.

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QUALIFICATION AND SELECTION CRITERIA FOR THE POST OF
TGT (ENGLISH)

Pay Scale : Level-7 (44900 142400)

Qualifications:

- (i) Bachelor's Degree from a recognised University with at least 50% marks in English as compulsory or elective or Core or Honours subject.
- (ii) B.Ed. from recognized University.
- (iii) Certificate of having passed Haryana Teacher Eligibility Test (HTET)/STET or Central Teacher Eligibility Test (CTET).
- (iv) Hindi/Sanskrit upto Matric Standard or Higher.

SELECTION CRITERIA:

A) Domain Knowledge Test	60 Marks
B) Academic Qualifications	15 Marks
C) Socio-Economic Criteria and Experience	10 Marks
D) Interview	15 Marks.

Note:

- The merit list shall be prepared based upon the scores in criterion A to D.

A) Domain Knowledge Test :	Max Marks : - 60
Total Marks:- 100	Time: 90 Minutes

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 60.

DOMAIN KNOWLEDGE SYLLABUS

i) General Knowledge	Max Marks - 20
ii) Subject Knowledge	Max Marks - 40

B) Academic Qualifications:	Max. Marks:15
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i)	Matric (10 th)		Max. Marks - 04
	51% to less than 60%	1.00 marks	
	60% to less than 70%	2.00 marks	
	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
ii)	10+2		Max. Marks - 04
	51% to less than 60%	1.00 marks	
	60% to less than 70%	2.00 marks	
	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
iii)	Graduation		Max. Marks - 04
	51% to less than 60%	1.00 marks	
	60% to less than 70%	2.00 marks	

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	70% to less than 80%	3.00 marks	
	80% and above	4.00 marks	
iv)	Additional Higher Qualification		Max. Marks - 03
	Post Graduation in the concerned Subject	1.00 marks	
	M.Phil in the concerned Subject	2.00 marks	
	Ph.D. in the concerned Subject	3.00 marks	

C) Socio-Economic Criteria and Experience:

Max. Marks : 10

In light of G.S.R. 25/Const./Art.309/2019 dated 11 June, 2019 issued by Chief Secretary to Government, Haryana, the 10 marks for socio-economic criteria and experience shall be allocated as follows:

- 1) If neither the applicant nor any person from among the applicant's family viz father, mother spouse, brothers and sons is, was or has been a regular employee in any Department/Board /Corporation /Company/ Statutory Body/Commission /Authority of Government of Haryana or any other State Government or the Government of India; (5 Marks)
- 2) If the applicant is:
 - (i) a Widow ; or
 - (ii) the first or the second child and his father had died before attaining the age of forty two years; or
 - (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years; (5 Marks)
- 3) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class; (5 Marks)
- 4) Experience: One (1) mark for each year or part thereof exceeding six months of experience, out of maximum of ten years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Govt. of Haryana. No marks shall be awarded for any period less than six months. (8 Marks)

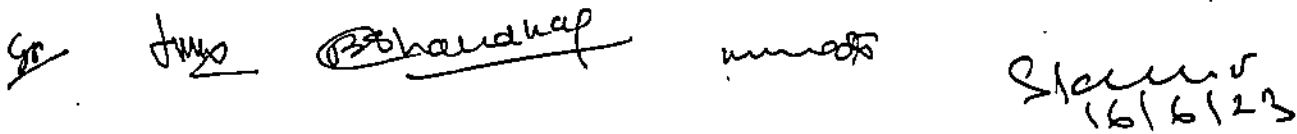
D) Interview

Max. Marks : 15

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

- a) Higher marks in Domain Knowledge Test.
- b) Higher marks in Qualifying Examination.
- c) Interview marks.
- d) Senior in age.


 A series of handwritten signatures and initials at the bottom of the page, including 'G.P.', 'JWS', 'Bhandarkar', 'msh', and 'Sharma 16/6/23'.

QUALIFICATION AND SELECTION CRITERIA FOR THE POST OF
SECURITY GUARD

Pay Scale : DL (16900-53500+30 SP)

Qualifications:

- (i) Matric with 50% marks.
- (ii) Hindi/Sanskrit upto Matric Standard or Higher.
- (iii) Preferable Ex-serviceman.

Physical Measurements:

- 1. Male:
Height- 167.5 c.m.
Chest- 76.5-81 c.m.
- 2. Female:
Height- 154.6 c.m.

Eyesight- 6/12 without spectacles. The candidates should be physically and mentally fit.

SELECTION CRITERIA:

- | | |
|---|-----------|
| A) General Knowledge Test | 50 Marks |
| B) Physical Fitness Test | 40 Marks |
| C) Socio-Economic Criteria and Experience | 10 Marks. |

Note:

➤ The merit list shall be prepared based upon the scores in criterion A to C.

- | | |
|-----------------------------|------------------|
| A) General Knowledge Test : | Max Marks : - 50 |
| Total Marks:- 100 | Time: 90 Minutes |

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 50.

- | | |
|--------------------------|---------------|
| B) Physical Fitness Test | Max. Marks:40 |
|--------------------------|---------------|

For Male- 1 (One) Mile Race (1.6 k.m.) (in Maximum 06 minutes)

Within 5 minutes	-	40 Marks
More than 5 minutes to 5 minutes 20 seconds	-	32 Marks
More than 5 minutes 20 seconds to 5 minutes 40 seconds	-	24 Marks
More than 5 minutes 40 seconds to 6 minutes	-	16 Marks

For Female- 1 (One) k.m. (in Maximum 06 minutes)

Within 5 minutes	-	40 Marks
More than 5 minutes to 5 minutes 20 seconds	-	32 Marks
More than 5 minutes 20 seconds to 5 minutes 40 seconds	-	24 Marks
More than 5 minutes 40 seconds to 6 minutes	-	16 Marks

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B. Chaudhary

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16/6/23

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C) Socio-Economic Criteria and Experience:

Max. Marks : 10

In light of G.S.R. 25/Const./Art.309/2019 dated 11 June, 2019 issued by Chief Secretary to Government, Haryana, the 10 marks for socio-economic criteria and experience shall be allocated as follows:

- 1) If neither the applicant nor any person from among the applicant's family viz father, mother spouse, brothers and sons is, was or has been a regular employee in any Department/Board /Corporation /Company/ Statutory Body/Commission /Authority of Government of Haryana or any other State Government or the Government of India;
(5 Marks)
- 2) If the applicant is:
 - (i) a Widow ; or
 - (ii) the first or the second child and his father had died before attaining the age of forty two years; or
 - (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years;
(5 Marks)
- 3) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class;
(5 Marks)
- 4) Experience: One (1) mark for each year or part thereof exceeding six months of experience, out of maximum of ten years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Govt. of Haryana. No marks shall be awarded for any period less than six months.
(8 Marks)

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

- a) Higher marks in General Knowledge Test.
- b) Higher marks in Physical Fitness Test.
- c) Senior in age.

SP

JMS

B. Bhandari

unms

Slcno
12/6/23

-79 -

TATA COMMUNITY INITIATIVES TRUST

Registered Office :
C/o. Tata Services Limited, Jeevan Bharti, Tower 1, 10th Floor, 124 Connaught Circus,
New Delhi 110 001 Tel: 91 11 2112 7077
(Registration No. 997 of 23SEP2014 at New Delhi; PAN AACTT47083)

Date: 22-07-2022

To,
Dr. Gulshan Lal Taneja
The Registrar, Maharshi Dayanand University
Rohtak, Haryana- 124001

Subject: Letter of Intent for Tata STRIVE Google Scholarship program

Dear Sir,

As per our discussion dated 21st July 2022, we are glad to share you the letter of intent for Tata STRIVE Google Scholarship program. The duration of the program would be till 31st December, 2023.

Tata STRIVE is the skill development initiative of Tata Trusts, which addresses the pressing need of skilling India's youth for Employment, Entrepreneurship and Community Enterprise.

We have collaborated with Google for the scholarship program, which will help students to enhance their employability through various courses hosted on the Coursera platform.

Following technical courses will be offered to the eligible Final year students (learners shall each get to choose only one out of the four courses):

- 1) Google Data Analytics Professional – 240 hours
- 2) Google UX Design Professional – 240 hours
- 3) Google IT Support Professional – 240 hours
- 4) Google IT Automation with Python Professional Certificate – 240 hours
- 5) Google Digital Marketing & E-commerce – 240 hours

Along with these courses, we will also offer Tata STRIVE's signature Youth Development Programme (YDM) of up to 35 hours, which will be useful to develop life skills in our students. There would be no financial implication on the part of either University/College or students joining this programme.

As part of knowledge enrichment Tata STRIVE will be organizing SME (subject matter expert) sessions by Technical experts to support students in their journey while completing this course.

Maharshi Dayanand University cannot use Tata STRIVE's Name, logo, or any of its communication materials for its promotions. If the same found without any approval partnership will be terminated.

Tata STRIVE will also provide placement assistance to students, who will complete this programme within defined timeframe.

In order to ensure program success, we would require below mentioned support from your organization:

- Provide single point of contact (SPOC) to support this initiative across various colleges
- List of affiliated colleges and course details in under graduate and postgraduate streams.
- Circulate information to pre final and final year student about the programme
- Provide data of interested/eligible pre final and final year students data and provide support in student orientation and enrollment
- Provide access to computer lab for the students as required
- Encourage students to complete the course within specified time lines



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edged by:

Shri
han Lal Taneja 10/01/23
istrat, Maharshi Dayanand University

CD 4567
29/9/21
-81-

RSS/9294
29/9/21
8/11/21

Appendix-c/10

To

The Registrar,
M.D. University,
Rohtak

Q.25/4333
29-10-21

~~spj/day~~

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29/09

AR (R & B)

for done
29/9/21
Dy. S. J. (R & B)

Subject:

Permission to introduce a Gold Medal in the memory of Shaheed Naib Subedar Sultan Singh, VPO-Bharan, Teh. Meham, Distt-Rohtak.

for done
29/9/21
R-2

Sir,

With due respect, I beg to state that my revered father Shaheed Niab Subedar Sultan Singh who served Indian Army with colours from 24th April, 1951 to 13th November, 1962 in the JAT REGIMENT. He sacrificed his life in the service of the Motherland / Nation, a Noble death for any soldier, during INDO-CHINA war in 1962.

Our family has decided to honour the sacrifice of my father by instituting a Gold Medal in his memory to be awarded to the topper/brilliant students of Maharshi Dayanand University. My family is ready to deposit upto Rs.4.00 lakh with the University for the cost of Gold Medal of about 4 to 5 gram Gold per year.

Thanking you.

Yours faithfully,

Correspondence address
Sudarshan Rathee,
H. No.252, Sector-14,
Rohtak (Haryana)
Contact No. 9416166981, 7015023827
Email: skrathee1960@gmail.com

SUKALM
28/09/2021
Sudarshan Rathee
S/o Shaheed Sultan Singh,
VPO-Bharan, Teh. Meham,
Distt- Rohtak (Haryana)

To ~~400~~ ^{1000/2141} 17/2/22

The Dy Registrar Regn and Scholarship
M.D.-4. Rohtak.

Subject: - Regarding Gold Medal in the memory
of Shahed Mirab Subedar Sultan Singh

R/Sir With reference to your mail dated
14-01-2022. It is submitted that the required
information is as under

Course :- English

Class :- M.A. English Final year
topper Girl student

Session :- After approval of Gold Medal
from competent authority
next session may be considered.
to award the Gold Medal

So - your good self is requested to expedite
the matter and approve the matter cited in
subject. Thanking you

Yours faithfully

Six
17/2/2022

S. K. K.
17/2/22

S. K. K.
18/2/22

Sudarshan Kumar Rathi
H.No. 252 Sector-14.
Rohtak Haryana

R. G.



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MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC
Registration & Scholarship Branch



Minutes of the meeting of the following Committee constituted by the Vice-Chancellor for framing the rules and terms & conditions for instituting of ^{Gold Medal in the memory of} Shaheed Naib Subedar Sultan Singh held on 12.01.2023 at 11.30 AM in the Committee Room adjacent to the Registrar Office:

The following members were present

- | | |
|---------------------------------------|----------|
| 1. Dean, Academic Affairs | Convener |
| 2. Dean, Faculty of Humanities & Arts | Member |
| 3. Head, Department of English | Member |
| 4. Finance Officer | Member |
| 5. Sh. Sudarshan Rathee (Donor) | Member |

The Committee after detailed discussion recommended the following rules for the above said Gold Medal is as under:

1. PURPOSE

To perpetuate the memory of Shaheed Naib Subedar Sultan Singh.

One Gold medal of 03 to 05 gms (may vary according to interest amount accrued) inscribed with the name of Shaheed Naib Subedar Sultan Singh on one side and session will be mentioned on the other side of the medal. The Gold Medal will be purchased from the amount of interest earned on endowment fund of Rs 4 lacs deposited by the donor.

Sh. Sudarshan Rathee (Donor) has submitted a Cheque amounting Rs. 4 lacs. (four lacs) bearing Cheque no. 592241 dated 27.07.2022 which was accepted by the authorities and the same was invested in an FDR in order to earn maximum annual interest.

2. Eligibility


The Gold Medal will be given to the regular topper/brilliant girl student in M. A. (English) 2 year program in the Department of English.

3. PROCEDURE

The Head of the Department (within one month of admissions in the 2nd yr. of the program shall recommend and forward the name of the eligible topper/brilliant girl student of M. A. English (F) program who has secured the highest marks in MA English 1st Year (1st and 2nd Sem. together) in 1st attempt alongwith attested copies of detailed marksheet/result duly verified by the concerned Result Branch.

On the basis of the recommendations of the Head of Department to be approved in the Departmental Committee, the Registrar shall notify the name of awardee.

* The Gold Medal shall be awarded every year by Head of the Department in some function of the department/University and the Donor/family member shall be invited.


12.01.2023


12-1-23





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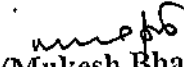
4. **OTHER TERMS & CONDITIONS OF AWARD**

1. The Gold Medal is to be given every year.
2. In case of more than one eligible candidate, the Gold Medal would be awarded on the basis of merit to be determined exclusively on marks obtained by the applicants in final year examinations of the Graduation course in preceding year.
3. The award of Gold Medal shall commence from the session 2023-24 which will be purchased from the interest accrued from the endowment fund deposited by the Donor. The income from the endowment will be used only for awarding Gold Medal and not for any other purpose.
4. The scheme of Gold Medal will not be discontinued without written confirmation of the Donor. If, the Gold Medal will be discontinued due to any reason then the amount deposited by the donor will be treated as University Property.
5. The donor may be required to deposit additional amount, in case, there is change in rate of interest and the accrued amount of interest fall short of the amount.
6. In case of dispute, if any, the decision of the Vice-Chancellor shall be final and binding on all concerned.


(Nov Rattan Sharma) 12-1-23


(Vimal) 12.01.2023


(Randeep Rana)


(Mukesh Bhatt) 12/1/23



(Sudarshan Rathee)


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Appendix - C/11

**Indian-Non Judicial Stamp
Haryana Government**

Date: 09/02/2023


Certificate No. R012023B4  Stamp Duty Paid : ₹ 101 .

GRN No. 98638080  (Rs. Only)
Penalty : ₹ 0
(Rs. Zero Only)

Deponent

Name : Registrar mdu rohtak
 H.No/Floor : 0 Sector/Ward : 0 Landmark : 0
 City/Village : Rohtak District : Rohtak State : Haryana
 Phone : 96*****23

Purpose : AFFIDAVIT to be submitted at Concerned office


TAMP VENDO
 ROHTAK

The authenticity of this document can be verified by scanning this QR Code Through smart phone or on the website <https://egrashry.nic.in>

**MEMORANDUM OF UNDERSTANDING
 BETWEEN
 MAHARSHI DAYANAND UNIVERSITY, ROHTAK
 AND
 BENGALURU NORTH UNIVERSITY, KOLAR
 (Date)**

This Memorandum of Understanding is made and executed at Rohtak on this 21st day of April (month) of the year 2023 and between

**Maharshi Dayanand University, Delhi Road, Near Delhi Bypass, Rohtak,
 Haryana, Pin-124001**

AND

**Bengaluru North University, Sri Devraj Urs Extension, Tamaka, Kolar,
 Behind S.P. Office, Karnataka, Pin- 563103**

Article 1: Background

Maharshi Dayanand University (MDU), Haryana is located at Rohtak, Haryana. Maharshi Dayanand University, abinitio established as Rohtak University, Rohtak, came into existence by an act no. 25 of 1975 of the Haryana legislative assembly 1976 with the objective to

1



Registrar
 Bengaluru North University
 Tamaka, Kolar, Karnataka-563 103.

promote interdisciplinary higher education and research in the field of environmental, ecological and life sciences. University is committed to transform lives and serve the society through flexible and multidisciplinary education, research, innovation, lifelong learning and cultural enrichment.

Bengaluru North University (BNU) is a State University located in Tamaka near NH 75 in Kolar Karnataka India. The university was established in 2017 by the Government of Karnataka through the Karnataka State Universities (Amendment) act 2015 trifurcating Bangalore University by creating Bengaluru North University and Bengaluru Central University, through its University Gadget Notification dated 13.08.2015. It started various teaching programs from its campus w.e.f. 2017-18.

Article 2: Purpose

The purpose of the Memorandum of Understanding (MoU) is to extend academic cooperation, research collaboration, student and faculty exchange, and cooperation in other extension activities.

Article 3: Scope

In pursuit of the aim of the MoU, both Universities hereby agree to undertake, to promote within the framework of the provisions of the respective act/ statutes/ordinances/regulations applying in each of the institutions, and subject to the availability of resources, the following activities:

- academic cooperation and research collaboration;
- exchange programs for students/young researchers and faculty members;
- cooperation in other extracurricular and extension activities;
- any other such activities as may be mutually agreed upon.

Article 4: Roles and Responsibilities

1. MDU and BNU shall allow the sharing of facilities like library, laboratories and guest house/hostels (if available) etc. to each other as per mutual consent.
2. The joint research publication/project if any shall be in the name concerned authors/researchers with due acknowledgement to the Institutions.
3. Each University shall be responsible for the salary, TA/DA and other expenses of its visiting team of students and teachers; however the host university shall arrange for the food and hospitality besides the boarding arrangements. The insurance, risk

[Signature]

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[Signature]
Registrar
Bengaluru North University
Tamaka, Kolar, Karnataka-563 103.

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certificates etc shall be the responsibility of the concerned institution of the visiting team.

4. The list of the visiting team shall be shared by the concerned university beforehand to the coordinator of the university to be visited.
5. The rules and regulation of the host university are to be followed by the visiting team while their stay at the host institution.

Article 5: Implementation

1. Both the Universities shall appoint/ nominate a faculty as the Coordinator to facilitate the collaborations/ visits/ exchange programs etc
2. A joint coordination committee (of MDU and BNU) may be constituted for better coordination, working and monitoring of the visits/collaborations
3. The constitution of the Joint Coordination Committee shall be as under consisting of the following from both universities:

1. Vice Chancellor	Chairman
2. Dean Academic Affairs	Member
3. Dean Students' Welfare	Member
4. Director, Outreach Program	Member
5. Vice Chancellors' Nominee	Member
6. Student Coordinator, Boys	Member
7. Student Coordinator, Girls	Member

4. Meeting of the Joint Coordination Committee shall be held annually on rotation basis at each university either in physical or online mode for working and monitoring of the progress done and shall be chaired by the Vice-Chancellor of the host university.
5. An annual calendar of activities/ visits etc shall be finalized in the joint coordination committee.
6. The number of members of students/ faculty in each of the visits shall be shared by the coordinators in advance.
7. The joint coordination committee can consider and decide any other issue of sharing which is of mutual interest and benefit.

Article 6: Validity

The MoU shall be valid for a period of five years and will be reviewed on yearly basis in the meeting of *Joint Coordination Committee* to assess the success of the MoU, and will determine whether to continue, modify or discontinue the MoU.




Registrar
Bengaluru North University
Tumakuru, Kolar, Karnataka-563 103.

The MoU can be terminated by either party upon ninety (90) days written notice. Unless otherwise agreed, the termination shall not affect the validity, duration or completion of projects under this MoU that were initiated prior to such termination.

Article 7: Resolution of Disputes

This MoU does not constitute a legal or contractual obligation on the part of either institution. It reflects an arrangement that is currently satisfactory to the parties involved. The parties agree to negotiate amendments to this memorandum as needed to meet the evolving requirements.

In case any issues that are not addressed in this MoU should arise, the parties agree that they shall be resolved through negotiation in good faith. The parties further agree that disputes (if any) between the parties shall be settled as amicably as possible.

IN WITNESS, WHERE OF, this MoU shall become effective as of the Date of signing and is executed in two identical counterparts which are equally valid.

Signed for and on behalf of Maharshi Dayanand University (MDU), Rohtak

Signed for and on behalf of Bengaluru North University, Karnataka

Sign: *Gulshan Lal Taneja*
25/03/23

Name: Prof Gulshan Lal Taneja

Designation: Registrar

Maharshi Dayanand University (MDU), Rohtak - 124001 (Haryana)

Registrar
Maharshi Dayanand University
Rohtak (Haryana) India-124001

Witness

Sign: *Prof. Radhey Shyam*

Name: Prof. Radhey Shyam

Designation & Address:

Director
University Outreach Programme
M. D. U. Rohtak

Sign: *Prof. N. Vasanthakumari*
Registrar
Bengaluru North University

Name: Prof. N. Vasanthakumari - 2
Tamaka, Kolar, Karnataka-563 103.

Designation: Registrar

Bengaluru North University (BNU), Tamaka, Kolar - 563103 (Karnataka)

Witness

Sign: *Prof. Nivaranjana*

Name: Prof. Nivaranjana
Designation & Address: V.C., BNU -

Kolar -



Indian-Non Judicial Stamp
Haryana Government



AP Pendix- C/12

Certificate No. R0Q2023E2589

GRN No. 102693922

Date: 17/05/2023

Stamp Duty Paid : ₹ 101

(Rs. Only)

Penalty : ₹ 0

(Rs. Zero Only)

Deponent

Name : Registrar Mdu Rohtak

-1.No/Floor : 0

City/Village : Rohtak

Phone : 96*****23

Sector/Ward : 0

District : Rohtak

Landmark : 0

State : Haryana



Purpose : M O U to be submitted at Concerned office

Himanshu Set
STAMP VENDOR
ROHTAK

The authenticity of this document can be verified by scanning this QR Code Through smart phone or on the website <https://egrashry.nic.in>

Memorandum of Understanding

Between

Maharshi Dayanand University, Rohtak, Haryana

and

**ICAR-Central Institute of Post-Harvest Engineering and Technology (ICAR-CIPHET),
Ludhiana**

*for facilitating
Research and Training*

This Memorandum of Understanding (hereinafter referred to as MoU) is made on this 18th day of the month of May in the year 2023 by and between the Maharshi Dayanand University, Rohtak, Haryana [hereinafter called MDU, Rohtak]/First party on the ONE PART and the ICAR-Central Institute of Post-Harvest Engineering and Technology (ICAR-CIPHET), Ludhiana having its Head Office at Ludhiana [hereinafter called "ICAR-CIPHET, Ludhiana"/Second party], a constituent Research Institution of the Indian Council of Agricultural Research, Krishi Bhavan, New

Devi
18/05/23
(Signature of First Party)

Himanshu Set
18/05/23
(Signature of Second Party)

— 90 —

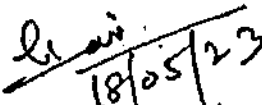
Delhi-110001] on the OTHER PART (who for the purpose of this MoU are hereinafter collectively referred to as the parties).

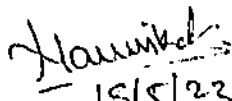
The parties, having discussed fields of common research interests and allied activities between the two institutions, have decided to enter into long-term collaboration for promotion of students' training and quality postgraduate research in cutting edge areas

WHEREAS the "First Party" is Maharshi Dayanand University, Rohtak, established in 1976 as a residential University with the objective of promoting inter-disciplinary higher education and research with special emphasis on studies of environmental, ecological and life sciences, is making rapid progress to emerge as a leading educational institution of the nation. Now it is a teaching-cum-affiliating university with a formidable track record in academics, research, literacy and cultural activities, and sports. Currently, there are 40 Post-Graduate Departments and 10 Faculties in the University. Territorial jurisdiction of the University extends to 10 districts of Southern Haryana. The Directorate of Distance Education is providing quality education to the students with its traditional UG/ PG courses as well as Information Technology and Management programmes. The overall progress made by the University in all fields resulted in the University receiving the 'A+' grade from NAAC in March 2019. The University has entered into national and international level strategic tie-ups with academic and research organizations for joint academic and research programmes.

AND WHEREAS the "Second Party", is a nodal institute of Indian Council of Agricultural Research, New Delhi to undertake lead researches in the area of the post-harvest engineering and technology appropriate to agricultural production catchment and agro-industries (research for solving problems and identifying technologies related to post-harvest loss assessment and prevention, processing, value addition and storage of agricultural, horticultural, livestock and aquaculture produce targeted to achieve food safety and quality assurance; human resource and entrepreneurship development in post-harvest engineering and technology).

AND WHEREAS it has been considered expedient to agree in writing to participate jointly in the projects requiring expertise and logistics from both the parties.


18/05/23
(Signature of First Party)


15/5/23
(Signature of Second Party)

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Article 1. Scope

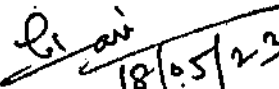
- 1.1 The Second party (CIPHET) will recognize the First party (MDU) as an Institute for conducting research related to the thesis requirement of the research students for M.Sc/ M.Tech. and Ph.D. The First party (MDU) will recognize Scientists of the ICAR-CIPHET, Ludhiana - in accordance with the University rules and regulations for guiding students of the first party.
- 1.2 Operational details of research effort and collaboration will be made in common research programmes and/or projects restricted to specific mandated domain within the approved disciplines/divisions.
- 1.3 Research instrumentation facility and library facilities available with the First party and the Second party will be made available to the faculty and research scholars.
- 1.4 There shall be an exchange of students for academic, research and training purposes. Accommodation in the Hostel shall be arranged, wherever possible, as per extant rates. The duration of exchange visits will be determined by mutual consent between both the parties.

Article 2. Management

- 2.1 Director of Research of the First party and the Director of the Second party will be responsible to work out operational details of co-operation between the two organizations and ensure proper and effective implementation of this MoU.
- 2.2 The Advisory Committee will meet at least once in a year alternatively in the institutions of the First party and the Second party to review the activities. This meeting shall include presentation on the academic and research activities, which should be open to the students, faculty and scientists.

Article 3. Exchange of Information

- 3.1. The term "information" includes scientific or technical data, results and/or methods of investigation, and other information intended to be provided, exchanged, or arising under project descriptions entered into pursuant to this MoU.
- 3.2. The parties support the widest possible dissemination of information. Each party in joint projects shall be given the right to use, disclose, publish or disseminate such information for any and all purposes.


(Signature of First Party)


(Signature of Second Party)

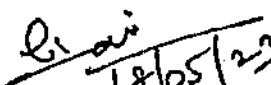
Article 4. General Provisions

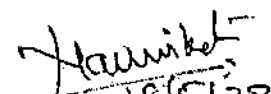
- 92 -

- 4.1 It is understood that the First party and the Second party subscribe to the principle of equal opportunity and do not discriminate on the basis of race, sex, age, caste or religion. Both the Institutions shall abide by these principles in the administration of this agreement and neither party shall impose criteria for exchange of scholars or students, which violate principles of non-discrimination.
- 4.2 Both parties understand that all financial agreements will have to be negotiated separately and will depend on the availability of funds.
- 4.3 Both parties acknowledge that exchange of students from one party to the other shall be subject to the availability of funds and shall comply with the regulations and policies of the First party and the Second party.
- 4.4 Any research publications arising will be jointly published.
- 4.5 A copy of the thesis/dissertation will be submitted to the second Party after the award of the degree by the first party.
- 4.6 All questions related to this MoU arising during its term will be settled by the parties by mutual agreement. Disagreements at the operating level shall be forwarded to respective higher officials for appropriate resolution failing which an arbitrator of mutual acceptance may be identified for the settlement of dispute, if any.
- 4.7 All questions not foreseen related to this MoU will be handled by the parties by mutual agreement.
- 4.8 Nothing in this MoU is intended to affect other cooperation or collaborations between the parties.

Article 5. Intellectual Property Rights

- 5.1 The first party will be expected to ensure protection of the Intellectual Property Rights generated or likely to be generated during the student's research work. Both the parties shall be the joint applicants for IPRs and the students and involved scientific staff shall be included as the inventor/ breeder/author. The ICAR and MDU, Rohtak IPR policy for Intellectual Property Management and Technology Transfer/Commercialization as amended from time to time shall be the reference for exploitation of the generated intellectual property, whose management and benefits sharing shall be mutually decided in each case.


18/05/23
(Signature of First Party)


18/05/23
(Signature of Second Party)

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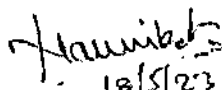
Article 6. Admission and Fees

- 6.1 All those who wish to register as Doctoral programme under this MoU must apply for admission at the First party (MDU). The main supervisor (Major Guide) will be from first party (MDU) and the co-supervisor will be from Second party. Allocation of Major Guide/Advisor would be finalized before the registration and will be governed by the provisions laid down by MDU.
- 6.2 Admission of the students and the award of degrees for different programmes will be the responsibility of the First party (MDU) as per the rules and regulations.
- 6.3 The First party (MDU) would have the right to screen the student's eligibility for admission based on their academic period.
- 6.4 The PME Cell of the second party in consultation with the representative of the first party shall decide the location and sharing quantum of research work.
- 6.5 The number of student(s) at any particular time will be subjected to the availability of research facilities and scientists' time to guide thesis research at the First and second party institution.
- 6.6 A student registered with first party, , will deposit fee of Rs. 10,000/- for training duration of 3 months (not leading to a degree/dissertation) and Rs. 30,000/- per semester (six months) for training, research, dissertation exceeding three months to second party. Any change in fee structure by ICAR will be applicable from the date of revision and shall be charged by the First party. This clause is not applicable to the employee of the second party registered as the student with the first party.

Article 7. Entry into effect, modification and termination

- 7.1. This MoU shall become effective on the date it is signed by the parties and shall be valid for three years extendable up to five years. Both parties shall review the status of the MoU at the end of each three/five year period to determine any modification, whenever necessary. The period of validity of this MoU may be extended by mutual consent up to five years. This MoU may be amended by mutual written agreement and may be terminated at any time by either party upon written notification signed by the competent authority of the party initiating termination. Such notification must be given to the other party at least six months in advance from the effective date of termination.
- 7.2. All joint activities not completed at the expiration or termination of the MoU may be continued until their completion under the terms of this MoU.


(Signature of First Party) 18/05/23


(Signature of Second Party) 18/5/23

3

No amendment or modification of the MoU shall be valid unless the same is made in writing by both the parties or their authorized representatives and specifically stating the same to be amendment of the MoU. The modifications/changes shall become part of the MoU and shall be effective from the date on which they are made/ executed, unless otherwise agreed to.

Apart from above, MOU also includes:

1. All disciplines to which admission are made in the post-graduate programme (i.e. Master's and Ph.D.) by the University shall be open for collaboration under the MoU provided the proposed research aspect is covered in the mandate of the ICAR-CIPHET.
2. The student shall complete the course work in the university, as per approved academic programme.
3. If the master and /or Ph.D. students' research work requires collaborative inputs from the ICAR-CIPHET, in terms of scientific guidance, laboratory facility for selected parameter studies, a Co-Major Advisor shall be from ICAR-CIPHET, Ludhiana.
4. Both the collaborating institutions shall maintain confidentiality on the technique and results of research work.
5. Any new developed technology will be taken up for commercialization or adoption under the supervision of Director of Research and Director, ICAR-CIPHET with assistance/ cooperation of both the parties.
6. Collaborative research projects in food processing and product development may be prepared and submitted to external funding agencies.

[Signature]
18/05/23
(Signature of First Party)

[Signature]
18/5/23
(Signature of Second Party)

This MoU has been executed in two originals, one of which has been retained by the First party and the other by the Second party).

IN WITNESS WHEREOF, the parties have executed this MoU and represent that they approve, accept and agree to terms contained herein.

Devi
18/05/23
The Registrar,
M.D. University,
Rohtak -124001;

Hannibal
18/5/23
The Director
ICAR-Central Institute of Post-Harvest
Engineering and Technology
P.O-PAU, Ludhiana-141004
Punjab.

Kishor
18/5/23
Witness for:
Maharshi Dayanand University,
Rohtak-124001, Haryana
Dr. K.K. SHARMA
Head
Dept. of _____ University,
Pant. _____ (Ludhiana)

Devi
18/5/23
Witness for:
ICAR-Central Institute of Post-Harvest
Engineering and Technology
P.O-PAU, Ludhiana-141004
Punjab
Prioritization, Monitoring & Extension
Office, Ludhiana - 141004
CIPHET, Ludhiana - 141004.



हरियाणा HARYANA

U 031714

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter called as the 'MOU') is entered into on this the 24th day of April Two Thousand Nineteen (24/04/2019).

BETWEEN

Maharshi Dayanand University Rohtak, the First Party represented herein by its Registrar (hereinafter referred as 'First Party', the institution which expression, unless excluded by or repugnant to the subject or context shall include its successors-in-office, administrators and assigns).

AND

Forensic Science Laboratory, Govt. of NCT of Delhi, Delhi, the Second Party, and represented herein by its the Director, Forensic Science Laboratory, Delhi, (hereinafter referred to as "Second Party", company which expression, unless excluded by or repugnant to the subject or context shall include its successors – in-office, administrators and assigns).

(First Party and Second Party are hereinafter jointly referred to as 'Parties' and individually as 'Party')

WHEREAS

- A) First Party is a Higher Educational Institution named; Maharshi Dayanand University Rohtak
- B) First Party & Second Party believe that collaboration and co-operation between themselves will promote more effective use of each of their resources, and provide each of them with enhanced opportunities.

Signature

Signature

- C) The Parties intent to cooperate and focus their efforts on cooperation within area of **Scientific Training and Research.**
- D) Both Parties, being legal entities in themselves desire to sign this MOU for advancing their mutual interest.
- E) **Forensic Science Laboratory, Delhi**, the Second Party is engaged in Forensic case work and Research & Development work in various fields of Forensic Science.
- F) **Forensic Science Laboratory, Delhi**, the Second Party is a Government scientific laboratory incorporated under the provisions of **Home Department of Govt. of NCT, Delhi.**
- G) This laboratory is located at **Madhuban Chok, Near Rohini Court, Bhagawan Mahavir Marg, Sector 14, Rohini, Delhi, 110085.**

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH IN THIS MOU, THE PARTIES HERETO AGREE AS FOLLOWS

CLAUSE 1: CO-OPERATION

- 1.1 Both Parties are united by common interests and objectives, and they shall establish channels of communication and co-operation that will promote and advance their respective operations. The Parties shall keep each other informed of potential opportunities and shall share all information that may be relevant to secure additional opportunities for one another.
- 1.2 First Party and Second Party co-operation will facilitate effective utilization of the intellectual capabilities of the faculty of First Party providing significant inputs to them in developing suitable teaching / training systems, keeping in mind the needs of the industry, the Second Party.
- 1.3 The general terms of co-operation shall be governed by this MOU. The Parties shall cooperate with each other and shall, as promptly as is reasonably practical, enter into all relevant agreements and documents (the 'Definitive Documents') as may be required to give effect to the actions contemplated in terms of this MOU. The term of Definitive Documents shall be mutually decided between the Parties. Along with the Definitive Documents, this MOU shall represent the entire understanding as to the subject matter hereof and shall supersede any prior understanding between the Parties on the subject matter hereof.

CLAUSE 2: SCOPE OF THE MOU

- 2.1 Both parties believe that close co-operation between the two would be of major benefit to the student community to enhance their skills and knowledge enabling them to play a key role in technological up-gradation, innovation and competitiveness in Forensic Science. The scopes of the collaboration in the MOU include Teaching & Training, Research collaboration, Exchange of Research Materials, Publications, Library, Scientific equipments, Softwares and Guidance and co-guidance facility for research students:
- 2.1.2 The scientists of Forensic Science Laboratory, Home Department, Govt. of NCT of Delhi will provide short-term attachment/ training to the teachers and students of Maharshi Dayanand University, Rohtak, Haryana, in their areas of specialization on request from the M.D. University Rohtak.

[Handwritten signatures]

- 2.1.3 When needed, the students entering into 4th semester of the course be attached to Forensic Science Laboratory, Home Department, Govt. of NCT of Delhi for dissertation/ Project work under the co-supervision of eligible scientific officials.
- 2.1.4 One day Visit and Attachments of M.Sc. students of M.D. University, Rohtak be allowed at Forensic Science Laboratory, Home Department, Govt. of NCT of Delhi.
- 2.1.5 University may appoint the co-supervisor/s from amongst the scientists of FSL, if they are otherwise deemed eligible in the academic as per PhD ordinances of MDU.

Further such PhD co-supervisor have to be permanent scientist of FSL Delhi, who is not below the rank of Senior Scientific Officer having Ph.D. degree and at least three (3) years of analytical/research experience in the relevant/related field of expertise.

- 2.1.6 Both parties agree to enter into the joint research activities; however, the expenditure recurring for consumption of chemicals has to be borne by the research scholar of either party.
- 2.1.7 Eligible scientists of FSL may also be associated in the Department Research Committee (DRC) and other academic activities of the department as special invitee/s as per university rules.

2.2 Exchange/ Deputation of Staff:

- 2.2.1 Both Institutions shall encourage lectures from scientists and teachers of other institution in the areas of cooperation. Invited/visiting scientists and teachers from either Institution shall be paid honorarium by the host institutions for the lecture/s delivered as per rules/at mutually agreed rates by the host institution with free accommodation.

Note: It should be appropriate enough if the services of expert/s of Forensic Science Laboratory, Home Department, Govt. of NCT of Delhi, may be utilized only on Saturday /Holiday due to their nature of work and responsibilities towards assigned duties.

- 2.2.2 The local travel and local hospitality expenditures shall be born by the inviting party.

2.3 Joint Conference/ Workshop/Seminar and other courses:

- 2.3.1 Both Institutes agree to hold/ conduct, whenever, feasible, joint workshops/ conferences/seminars and other training courses within the Areas of Cooperation.
- 2.3.2 The host Institution shall provide free accommodation to the participating members for such visits, wherever feasible.

2.4 Ph.D. Registration:

- 2.4.1 Forensic Science Laboratory, Home Department, Govt. of NCT of Delhi scientist having their Master Degree in relevant/related subject with five (5) years working experience of FSL in relevant/related field will be considered eligible for Ph.D. registration as per university norms.
- 2.4.2 One supernumerary seat for Ph.D. registration would be created by the MDU and be kept reserved for the eligible officer/officials of FSL, Delhi.

[Handwritten signatures and marks]

CLAUSE 3: INTELLECTUAL PROPERTY RIGHTS:

- 3.1 Any joint research undertaken as a part of this agreement, if found patentable, the same may be patented with equal share between both the parties. The benefits of commercial use of IPR generated shall also be equally shareable.
- 3.2 The journal publication charges (if any) be borne equally by the authors belonging to both the parties.

CLAUSE 4: CO-ORDINATION & MONITORING COMMITTEE

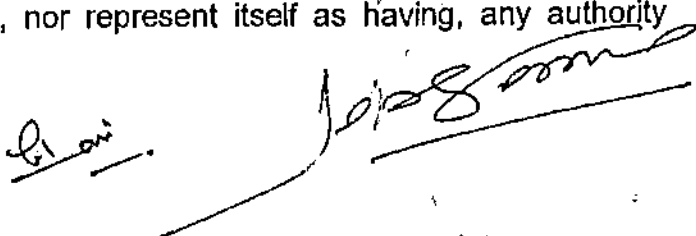
- 4.1 Following will constitute the coordination & monitoring committee to coordinate and monitor the collaborative programme between the two institutions:
 - a. Vice-Chancellor, Maharshi Dayanand University, Rohtak or his/her nominee.
 - b. Director, Forensic Science Laboratory, Home Department, Govt. of NCT of Delhi or his/her nominee.
 - c. Head, Department of Genetics/Forensic Science, Maharshi Dayanand University, Rohtak or his/her nominee.
 - d. Director Research, Maharshi Dayanand University, Rohtak.
 - e. Deputy Director, Forensic Science Laboratory, Home Department, Govt. of NCT of Delhi.
 - f. Training Manager, Forensic Science Laboratory, Home Department, Govt. of NCT of Delhi.
- 4.2 **The Co-ordination & Monitoring Committee shall:**
 - a. Review the progress of the identified programmes at least once in a year.
 - b. Consider the new R&D proposals for joint collaboration and implementation on case to case basis including IPR and financial arrangement.
 - c. Consider the continuance of the MOU

CLAUSE 5: MOU VALIDITY

- 5.1 This MOU will initially be valid for a period of three (3) years extendable further for another term with mutual consent. However, it will be reviewed on yearly basis.
- 5.2 The MOU may be terminated with three (3) months notice from either side. Provided the ongoing projects will be allowed to be completed by both the parties despite termination of the MOU.

CLAUSE 6: RELATIONSHIP BETWEEN THE PARTIES

- 6.1 It is expressly agreed that **First Party** and **Second Party** are acting under this MOU as independent entities. Neither Party is authorized to use the other Party's name in any way, to make any representations or create any obligation or liability, expressed or implied, on behalf of the other Party, without the prior written consent of the other Party. Neither Party shall have, nor represent itself as having, any authority



under the terms of this MOU to make agreements of any kind in the name of or binding upon the other Party, to pledge the other Party's credit, or to extend credit on behalf of the other Party.

6.2 In the event of any dispute or difference in opinion between the parties, the parties shall attempt for an amicable solution, based on good faith and good-will criteria. In case the Parties fail to arrive at amicable solution, all disputes arising out of or in connection with the present MOU shall be finally settled through arbitration of sole arbitrator in terms of the Arbitration and Conciliation Act, 1996. The place of the arbitration shall be at Rohtak. This undertaking is to be construed in accordance with all applicable Indian Laws with exclusive jurisdiction in the Courts of Rohtak.

In witness where the two parties have signed this Memorandum of Understanding by the hand of Registrar on behalf of M.D. University, Rohtak and by the hand of Director on behalf of Forensic Science Laboratory, Govt. of NCT of Delhi in the esteemed presence of Hon'ble Vice-Chancellor, M.D. University Rohtak on date, month and year referred to above.

AGREED

For - Maharshi Dayanand University Rohtak

For -Forensic Science Laboratory, Delhi

[Signature]
24/04/19
Authorized Signatory

[Signature]
24.04.19
Authorized Signatory

<p>Maharshi Dayanand University Rohtak Delhi Road, Rohtak-124001, Haryana</p> <p>01262-274640 (Tele Fax) registrar@mdurohtak.ac.in</p> <p>www.mdu.ac.in</p>	<p>Forensic Science Laboratory, Delhi Madhuban Chok, Near Rohini Court, Bhagawan Mahavir Marg, Sector 14, Rohini, Delhi, 110085</p> <p>011-27555811 & FAX-011-27555890</p> <p>forensicdelhi@gmail.com sfdelhi@gov.in www.delhi.gov.in</p>
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[Signature]
Witness 1: (Prof. M. S. Mehrotra)
Head, Dept of Genetics
M.D. University, Rohtak

[Signature]
24.04.2019
Witness 2: (Prof. J.P. Yadav)
Dept of Genetics
M.D. Univ., Rohtak

[Signature]
Deputy Com
Witness 1:
(Dr. Ranak Lata
Verman)

[Signature]
24/4/19
Witness 2:
DR. JAGJEET SINGH
SSO (DUI), FSL
GNCT OF DELHI
ROHINI

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Appendix - C/14

**Indian-Non Judicial Stamp
Haryana Government**

Date : 22/06/2023

Stamp Duty Paid : ₹ 101

Penalty : ₹ 0

Deponent

Name : Registrar mdu rohtak
H.No/Floor : X **Sector/Ward :** X **Landmark :** X
City/Village : Rohtak **District :** Rohtak **State :** Haryana
Phone : 96*****23

Purpose : MOU to be submitted at Any office

The authenticity of this document can be verified by scanning this QR Code Through smart phone or on the website <https://egrashry.nic.in>



**INSTITUTE OF HOTEL MANAGEMENT,
CATERING & NUTRITION
PUSA - NEW DELHI**

- and -

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

Handwritten signature and date: 22/06/23

Handwritten signature and date: 27/06/23
 Registrar
 Maharshi Dayanand University
 Rohtak (Haryana - India - 124001)

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is dated 27th JUNE 2023. Parties:

- (1) The Institute of Hotel Management, Catering & Nutrition, Pusa – New Delhi Established in year 1962, the Institute of Hotel Management Catering and Nutrition, Pusa New Delhi is one of the premier hospitality institutions of India providing quality hospitality education at under graduate, graduate and post graduate levels. *The Institute is a Central Institute and comes under the aegis of Ministry of Tourism, Government of India.* ("IHM Pusa"); and
- (2) Maharshi Dayanand University, Rohtak, Haryana-124001, India. (the "Party").

Maharshi Dayanand University, Rohtak is a State University established under Haryana Act No. 25 of 1975 with the objective to promote inter-disciplinary higher education and research with special emphasis on studies of environmental, ecology and life sciences. The University offers more than 160 Programs in 41 University Teaching Departments/Centers/ Institutes through 11 faculties apart from a satellite campus at MDU-CPAS, Gurugram.

The University has been:

- Awarded Grade A+ by NAAC with CGPA of 3.44 valid upto March, 2024.
- Ranked 96th, Ministry of Education, Government of India and is the only state university of Haryana which is amongst top 100 universities.
- Granted Green Institutional Mentor Award by MHRD in 2020.

PREAMBLE:

Whereas the National Education Policy and the University Grants Commission (UGC) have realized the need for a close linkage between National Institutions and Universities in terms of academic activities. In compliance to this idea, the Institute of Hotel Management Catering & Nutrition, Pusa (New Delhi), and the MDU Rohtak, a State University established under Haryana Act No. XXV of 1975, have expressed a desire to join hands for the cause of offering Value Added Course along with promotion of quality research and academic activities and decided to sign Memorandum of Understanding (MOU) to initiate Value Added Courses between the two Institutions in the broad areas of Hotel Management & Catering Technology, Food of India, Culinary Arts and Great Indian Cuisine as per the terms and conditions mentioned in the MoU.

K. S. Singh
27/06/2023

Pr. ai
27/06/23
Registrar
Maharshi Dayanand University
Rohtak (Haryana) India-124001

BACKGROUND:

- (A) The Institute of Hotel Management, Catering & Nutrition, Pusa - New Delhi is a Central Institute and comes under the aegis of Ministry of Tourism, Government of India. IHM Pusa is one of the premier hospitality institutions of India providing quality hospitality education at under graduate, graduate and post graduate levels.
- (B) Maharshi Dayanand University, Rohtak, established in 1976, is a State-Funded University of Government of Haryana. It is a teaching-cum-affiliating university with a formidable track record in academics, research, literacy and cultural activities, and sports. Currently, there are Post-Graduate Departments and 11 Faculties. It is a leading State University, having an 'A+' grade from NAAC and amongst the top 100 Universities in India with a NIRF Ranking of being amongst top 100 universities in India 2021, 2022, 2023.
- (C) The Parties wish to collaborate on the project 'Value-Added Course on 'The Great Indian Cuisine' and similar mutually agreed upon projects in the field of academics for regular students of the University Teaching Departments/ Institutes on the terms and conditions mentioned in the MoU.

PURPOSE

The IHM Pusa and Maharshi Dayanand University, Rohtak to explore partnering opportunities in strengthening culinary skills through this value added course on 'The Great Indian Cuisine'. The Course is a practical course with live sessions on the Cuisine of India that focuses on short-term and tangible outcomes, extensive five course menus of regional Indian Cuisines with an overview and application of Indian Cooking equipments, masalas, gravies and cooking techniques. This is a fully teacher-supported course that combines live classes with activity-based learning. The course shall primarily focus on Vegetarian Cooking, however may include some other dishes on request. Any agreed arrangement will be further defined through a formal appropriate agreement (specifying the terms and conditions) between IHM Pusa and Maharshi Dayanand University.

ACTIONS

IHM Pusa will deliver a Value-Added Course on 'The Great Indian Cuisine' as per details already conveyed vide letter no IHM/Pusa/2022/472 Dated 15/12/2022 and similar mutually agreed upon projects on academics & research with Institute of Hotel & Tourism Management, M.D University.

The Course Coordinator of this value added course with approval of Director / Competent Authority of the University shall float Information Brochure and shall invite applications from the interested regular students/ research scholars of the UTD's/ Centres/ Institutes of M.D

K. K. Singh
27.06.2023

Dr. Anil
27.06.2023

University Rohtak. The tentative dates shall be announced in consultation with IHM Pusa by the Course Coordinator.

- Upon receipt of applications a batch of Minimum 30 students shall be confirmed by the Course Coordinator. Payment of each batch of 30 candidates should be done in advance to IHM Pusa and this payment will not be adjusted for any shortfall in students attended the course.
- Advance communication of next batch to be shared on mutually decided dates by IHTM MDU & IHM Pusa. The payment of the fees Rs 15,000/- per student for the 5 day training program shall be deposited in the University Accounts. IHTM Office shall extend the necessary support in this regard. There is no refund policy when the batch booking is confirmed for the charges levied by IHM Pusa. The amount shall be transferred in their account by the Finance Officer upon recommendation of Course Coordinator & Director IHTM before the commencement of the course. After each batch any physical loss/ breakage or damage to the equipments during the training will be charged as per the actual loss by IHM, Pusa.

Duration: One Week covering Thirty-Five Hours for Each Value Added Course (Monday – Friday) (Morning Session: 09.30 – 12.30) (Evening Session 14.00 – 17.00) Lunch and Morning/ Evening Tea included with the course for registered participants). This may be followed by One Day Field Tour to Delhi (Hotels/ Restaurants/Eateries and Tourism Destinations). The tour / field visit will be arranged and organized by MDU only. The university shall provide transport for the students.

Course Assessments: It will be on-going process. All students will receive feedback on their performance during the course as well as recommendations on self- development for the future. Atleast 75% percent attendance is compulsory to complete this course. Upon successful completion of the courses, all the participants shall receive a Certificate of participation from IHM Pusa in partnership with Maharishi Dayanand University through its Institute of Hotel & Tourism Management.

AMENDMENT

This MoU may be amended as per necessity felt at any time by the mutual written agreement of the Parties.

ARBITRATION

- Except as otherwise provided elsewhere in the MoU, in the event of any dispute or difference relating to, arising from or connected with the MoU, such dispute or difference shall be resolved amicably by the respective Chief Executives (Registrar, MDU, Rohtak and Principal,

K. D. ...
27.06.2023

...
27/06/23

IHM, Pusa) of the Parties.

- In case, no settlement is reached within 30 days from the date of the occurrence of the dispute, the matter under dispute shall be finally settled without recourse to the Courts, in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and amendments thereto, if any, and the venue of arbitration shall be at New Delhi.

TERM AND EFFECTIVE DATE

- The Parties hereby decide that the duration of this MoU will be 3 years from the date of signing, which will also be from the effective date of the MoU. The rate quoted is liable to change every financial year in these 03 years on mutually agreeable terms.
- This MoU may be extended by mutual written agreement of the Parties.
- This MoU may be terminated by either Party giving one month's written notice.
- This MoU supersedes unless otherwise stated in this MoU all the previous correspondences and discussions, undertakings and agreement between the two parties on the subject pertaining to this MoU.

MISCELLANEOUS

- The Parties wish to emphasize that this MoU is not intended to be legally bound.

IN WITNESS where of the Parties have entered into this MoU on the date set out above.

[Signature]
 27/06/2023
 (K.K. Pant)

Principal,
 IHM, Pusa,
 New Delhi

Witness for
 IHM, Pusa,
 New Delhi

1. *[Signature]* 27/06/23
 VIKRANT
 Sr. Lecturer
 IHM PUSA

2. *[Signature]*
 (Umesh Kumar Jangra)
 ADMIN. CUM ACCOUNTS OFFICER

[Signature]
 27/06/23
 (Gurshan Lal Taneja)

Registrar,
 M.D.University,
 Rohtak-124001

Witness for
 M.D.University,
 Rohtak-124001

1. *[Signature]*
 (Dr. Ashish Dalija)
 Professor - IHM

2. *[Signature]*
 RAHUL RISHI
 Professor - VIET

Revised Qualifications and Criteria for Appointment and Promotion of Teachers and
Equivalent Cadres in the University and Govt. Aided Colleges

(As per decision of the Academic Council's Reso. No. 70 dated 15.07.2023)

1.1 **Qualifications for Assistant Professor (University and Colleges)**

- i) The National Eligibility Test (NET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in these Regulations. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/Institutions in the State. *Provided* that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation 2016 and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET for recruitment and appointment of Assistant Professor or any equivalent position in any University, College or Institution.

Provided further that 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 / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:

- The Ph.D. degree of the candidate has been awarded in regular mode only;
- The Ph.D. thesis has been evaluated by at least two external examiners;
- An open Ph.D. viva voce of the candidate has been conducted;
- The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- ii) The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.
- iii) A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.

A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Backward Classes 'A' & 'B'(Non-creamy Layer) of Haryana/Differently-abled (a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (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, based only on the qualifying marks without including any grace mark procedure.

- iv) A relaxation of 5% shall 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

- v) September, 1991.
- v) A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
- vi) The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.
- vii) The Ph.D. Degree shall be a mandatory qualification for appointment to the post of Associate Professor in Universities but it shall be a mandatory qualification for promotion with effect from 3 years (5 years in case of college teachers) from the date of issue of this notification by the State Government.
- viii) The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities with effect from 3 years from the date of issue of this notification by the State Government.
- ix) The Ph.D. Degree shall be a mandatory qualification for direct recruitment to the post of Assistant Professor in Universities with effect from the date of issue of this notification by the State Government.
- x) The 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 teaching positions. Further, the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular faculty members upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) may be allowed by their respective institutions to take study leave for pursuing Ph.D. degree.

1.2 Qualifications:

No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in these Regulations.

2.0 Direct Recruitment

2.1 For the Disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Sciences, Languages, Library Science, Physical Education, and Journalism & Mass Communication.

**I. Assistant Professor:
Eligibility (A or B):**

- A.
 - i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied 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 or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET:

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the

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degree and such 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) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The Candidate has published two research papers from his/her Ph.D. work, out of which atleast one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note: NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET / SLET / SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B. The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note: *The Academic score as specified in Appendix II (Table 3A) for Universities shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview. Selection of Assistant Professors in Government Colleges shall be made by HPSC and in Govt Aided Private Colleges, as per criteria determined by the State Govt. from time to time based on UGC regulations.*

II. Associate Professor:

Eligibility:

- i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

III. Professor:

Eligibility (A or B):

A.

- i) An eminent scholar having a Ph.D. degree in the concerned/allied/relevant

discipline, and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 research publications in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and a total research score of 120 as per the criteria given in Appendix II, Table 2.

- ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above)/ industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

IV. Senior Professor:

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

- i) An eminent scholar with good track record of high-quality research publications in Peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019, significant research contribution to the discipline, and engaged in research supervision.
- ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.
- iv) The selection shall be based on ten best publications in the Peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and award of Ph.D. degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per these Regulations.

V. College Principal:

Eligibility:

- i) Ph.D. degree
- ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- iii) A minimum of 10 research publications in peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.
- iv) A minimum of 110 Research Score as per Appendix II, Table 2

2.2. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor:

Eligibility:

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC,

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CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme prior to July 11,2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such 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 fulfilment of the following conditions:

- a) Ph.D. degree has been awarded to the candidate in a regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An 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 is in a refereed journal;
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/ funded / sponsored by the UGC / AICTE / ICSSR or any other similar agency.

Note 1: The fulfilment of these conditions is to be certified by the Registrar or the Dean (AcademicAffair) of the University concerned.

Note 2: The clearance of NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC (like SLET/SET).

II. Associate Professor:

Eligibility:

- i) Good academic record, with a doctoral degree.
- ii) Performing ability of a high professional standard.
- iii) Eight year's experience of teaching in a University or College and / or of research in a University / national level institution, equal to that of Assistant Professor in a University / College.
- iv) Has made a significant contribution to knowledge in the subject concerned, as evidenced by quality publications.

III. Professor:

Eligibility (A or B):

A.

- i) An eminent scholar having a doctoral degree
- ii) Have been actively engaged in research with at least ten years of experience in teaching in University/College and/ or research at the University/National level institutions
- iii) Minimum of 6 research publications in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019,
- iv) Has a total research score of 120, as per Appendix II, Table 2.

OR

B.

A traditional or a professional artist, with highly-commendable professional achievement, in the subject concerned,

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- i) Having Masters degree, in the relevant subject
 - ii) Has been 'A'-grade artist of AIR/Doordarshan
 - iii) Has Ten years of outstanding performing achievements in the field of specialisation
 - iv) Has made significant contributions in the field of specialisations and ability to guide research;
 - v) Has participated in National / International Seminars / Conferences / Workshops / Concerts and / or recipient of National / International Awards / Fellowships;
 - vi) Has the ability to explain with logical reasoning the subject concerned, and
 - vii) Has adequate knowledge to teach theory with illustrations in the said discipline.

2.3 Drama Discipline:

I. Assistant Professor

Eligibility

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET / SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009, or 2016, and their amendments from time to time as the case may be. *Provided* further, candidates registered for the Ph.D. programme, prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such 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) The Ph.D. degree of the candidate has been awarded in the regular mode;
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) An open Ph.D. viva voce of the candidate has been conducted;
 - d) The 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) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences / seminars supported / funded / sponsored by the UGC/CSIR/ICSSR or any other similar agency.

Note:

1. The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which the NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

II. Associate Professor:

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Eligibility:

- i) A good academic record, having a Ph.D. degree with performing ability of high professional standard as certified by an Expert Committee constituted by the University concerned for the said purpose.
- ii) Eight years experience of teaching in a University / College and / or research in a University/national-level institutions equal to that of Assistant Professor in a University/College.
- iii) A significant contribution to knowledge in the subject concerned, as evidenced by the quality publications.

III. Professor:

Eligibility (A or B):

- A. An eminent scholar, having a doctoral degree, actively engaged in research with ten years of experience in teaching and /or research at a University/National-level institution, including experience of guiding research at the doctoral level, with outstanding performing achievement in the field of specialisation, with a minimum of 6 research publications in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019, and a total research score of 120, as per Appendix II, Table2.

OR

- B. A traditional and a professional artist, having highly commendable professional achievement in the subject concerned, who has:
- i) Master's degree, in the relevant subject;:
 - ii) Ten years of outstanding performing achievements in the field of specialisation;
 - iii) Made significant contribution in the field of specialisation
 - iv) Guided research;
 - v) Participated in National / International Seminars / Conferences / Workshops and / or recipient of National / International Awards / Fellowships;
 - vi) Ability to explain with logical reasoning the subject concerned;
 - vii) Adequate knowledge to teach theory, with illustrations in the said discipline.

2.4 Yoga Discipline

I. Assistant Professor :

Eligibility (A or B):

- A. Good academic record, with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) at the Master's degree in Yoga or any other relevant subject, or an equivalent degree from an Indian/foreign University.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or a similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time.

OR

- B. A Master's degree in any discipline with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) and a Ph.D. Degree in Yoga* in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

*Note: Considering the paucity of teachers in the newly-emerging field of Yoga, this alternative has been provided and shall be valid only for five years from the date of issue of this notification by the State Government.

II. **Associate Professor**

- i) A good academic record, with a Ph.D. degree in the subject concerned or in a relevant discipline.
- ii) A Master's degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years' experience of teaching and/ or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institutions/Industry with evidence of published work and a minimum of 7 publications as books and / or research/policy papers in peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and a total research score of at least Seventy five (75), as per the criteria given in Appendix II, Table 2.

III. **Professor**

Eligibility (A or B):

A.

- i) An eminent scholar with Ph. D. degree in the subject concerned or in an allied/relevant subject and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 publications as books and/ or research/policy papers in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and a total research score of at least 120 as per the criteria given in Appendix II, Table 2.
- ii) A minimum of ten years of teaching experience in a University/College and / or experience in research at the university / National level institution / Industries, with evidence of having successfully guided doctoral candidate.

OR

- B.** An outstanding professional, with established reputation in the relevant field, who has made significant contribution to the knowledge in the concerned / allied / relevant discipline, to be substantiated by credentials.

2.5 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS

I. **Assistant professor:**

A Bachelor's Degree in Occupational Therapy (B.O.T./B.Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.), with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from a recognised University

II. **Associate Professor:**

- i) **Essential :** A Master's Degree in Occupational Therapy (M.O.T./M.O.Th./M.Sc. O.T.), with eight years' experience as Assistant Professor.
- ii) **Desirable:** Higher Qualification, including a Ph. D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

III. **Professor:**

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- i) Essential : Master's Degree in Occupational Therapy (M.O.T./ M.O.Th./M.Th.O./M.Sc. O.T.), with Ten years of total experience in Occupational Therapy.
- ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer- reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

IV. Principal / Director /Dean:
 Essential: Master's Degree in Occupational Therapy (M.O.T./M.Th.O./M.O.Th./M.Sc. O.T.), with fifteen years' experience, which shall include five years' experience as Professor (Occupational Therapy).
 Note:
 (i) The senior-most Professor in the institution shall be designated as the Principal / Director /Dean.
 (ii) Desirable: Higher qualification, like a Ph. D. degree in any discipline of occupational therapy recognized by the UGC and published work of high standard in peer reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

2.6 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENT FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS

I. Assistant Professor:
 Bachelor's Degree in Physiotherapy (B.P.T./B. Th./P./B.P.Th.), Master's Degree in Physiotherapy (M.&P.Th./M.Th.P./M.Sc. P.T./M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) from a recognized University.

II. Associate Professor:
 (i) Essential: A Master's Degree in Physiotherapy (M.P.T./M.P.Th./M.Th.P./M.Sc. P.T.) with eight years' experience as Assistant Professor.
 (ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of Physiotherapy recognised by the U.G.C, and published work of high standard in peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

III. Professor:
 Essential: Master's Degree in Physiotherapy (M.P.T. / M.P.Th./M.Th.P./M.Sc. P.T.), with ten years experience.
 Desirable:
 (i) Higher Qualification like Ph. D. in any subject of Physiotherapy recognised by U.G.C, and
 (ii) Published work of high standard in peer -reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

IV. Principal / Director /Dean:
 Essential: Master's Degree in Physiotherapy (M.P.T./M.Th.P./M.Pth./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).
 Note:
 (i) Senior-most Professor shall be designated as the Principal / Director / Dean.
 (ii) Desirable: Higher qualification like Ph.D. in any subject of Physiotherapy recognized by the UGC and published work of high standard in peer reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

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**2.7 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF
UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN, UNIVERSITY
DEPUTY LIBRARIAN AND UNIVERSITY LIBRARIAN**

I. University Assistant Librarian / College Librarian

- (i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)
- (ii) A consistently good academic record, with knowledge of computerization of a library.
- (iii) 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 or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:
Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such 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) The Ph.D. degree of the candidate has been awarded in the regular mode
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate has been conducted;
 - d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
 - e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note:

- (i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
- (ii) NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

II. University Deputy Librarian

- (i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point -scale, wherever grading system is followed.
- (ii) Eight years experience as an Assistant University Librarian/ College Librarian.
- (iii) Evidence of innovative library services including integration of ICT in library.
- (iv) Ph.D. Degree in library science/ Information science/ Documentation Science / Archives and manuscript keeping/computerization of library.

III. University Librarian

- (i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point-scale wherever the grading system is followed.
- (ii) At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.
- (iii) Evidence of innovative library services, including the integration of ICT in alibrary.
- (iv) A Ph.D. Degree in library science/information science/documentation /archives and manuscript-keeping.

2.8 MINIMUM QUALIFICATIONS FOR THE POSTS OF ASSISTANT DIRECTOR/PROFESSOR OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (DPES)

I. Assistant Director of Physical Education and Sports in University or Assistant Professor of Physical Education and Sports in College Eligibility (A or B):

A.

- (i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)
- (ii) Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.
- (iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET), conducted by the UGC or CSIR, or a similar test accredited by the UGC, like SLET/SET, or who are or have been awarded a Ph.D. Degree in Physical Education or Physical Education and Sports or Sports Science, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time, as the case may be:
Provided that, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. degree holders 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) The Ph.D. degree of the candidate has been awarded in regular mode;
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate has been conducted;
 - d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
 - e) The candidate has presented at least two research papers in conference/seminar, based on his/her Ph.D.work.

Note:



- (i) The fulfilment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
- (ii) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- (iii) Passed the physical fitness test conducted in accordance with these Regulations.

OR

- B. An Asian game or common-wealth games medal winner who has a degree at least at Post-Graduation level.

II. Deputy Director of Physical Education and Sports in University Eligibility (A or B):

A.

- (i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- (ii) Eight years experience as University Assistant DPES/Assistant Professor of Physical Education and Sports/College DPES.
- (iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- (iv) Evidence of having produced good performance of teams/athletes for competitions like State/National/Inter-university/Combined University, etc.
- (v) Passed the physical fitness test in accordance with these Regulations.

OR

- B. An Olympic Games/ World Cup/ World Championship medal winner who has a degree at least at the Post-Graduation Level.

III. Director of Physical Education and Sports in University

- (i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.
- (ii) Experience of at least ten years in Physical Education and Sports as University Assistant/Deputy DPES or ten years as College DPES or teaching for ten years in Physical Education and Sports or Sports Science as Assistant/Associate Professor.
- (iii) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- (iv) Evidence of having produced good performance of teams/athletes for competitions like state/ national/ inter-university/ combined university, etc.

IV. Physical Fitness Test Norms

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test are required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On the production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in

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accordance with the following norms:

NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1800 metres	1500 metres	1200 metres	800 metres

NORMS FOR WOMEN			
8 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1000 metres	800 metres	600 metres	400 metres

Note:

As a proof of experience, the candidates are required to submit Form No. 16 for the claim period in addition to the Experience Certificate

3.0 CONSTITUTION OF SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURE:

3.1 Selection Committee Composition

- 1) For the University, the Selection Committee will be as prescribed in Statute-22
- 2) For Assistant Professor in Govt. Aided Private Colleges:
In case of Govt-Aided Private colleges, the existing system for selection shall continue as per their service rules under Haryana Affiliated Colleges (Security of Service) Act 1979 and rules framed thereunder by the Haryana Government from time to time.
- 3) For College Principal:
All posts of College Principals in Govt-Aided Colleges shall be filled through direct recruitment according to the existing system for selection as per their service rules under Haryana Affiliated Colleges (Security of Service) Act 1979 and rules framed thereunder by the Haryana Government from time to time.
- 4) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians, Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library and Physical Education and Sports or Sports Administration, respectively, practicing Librarian/Director Physical Education and Sports, as the case may be, shall be associated with the Selection Committee as one of the subject experts.
The "Screening-cum-Evaluation Committee" for CAS promotion of Assistant Professors /equivalent cadres in Librarians/Physical Education and Sports from one level to the other higher level shall consist of:

**A. For University teachers:
As prescribed in Statute-22 B(I)**

- B. For Govt-Aided private College teachers:**
- i) Dean of Colleges of the concerned University
 - ii) Nominee of the Director, Higher Education
 - iii) Nominee of the Vice-Chancellor
 - iv) Subject Expert
 - v) Principal of the college

Note: The quorum for this committee shall be three which will include one subject expert / University nominee and DHE nominee as per existing practice.

**C. For University Assistant Librarian:
As prescribed in Statute-22 B-II**

**D. For University Assistant Director, Physical Education and Sports:
As prescribed in Statute-22-B-III**

3.2 The Screening-cum-Evaluation Committee on verification / evaluation of grades secured by the candidate through the Assessment Criteria and Methodology Proforma designed by the respective university based on these Regulations and as per the minimum requirement specified shall recommend to the Executive Council in case of the University and Deptt of Higher Education in case of Colleges about the suitability for the promotion of the candidate(s) under CAS for implementation:

- (a) In Appendix II, Table 1 for each of the cadre of Assistant Professor;
- (b) In Appendix II, Table 4 for each of the cadre of Librarian; and
- (c) In Appendix II, Table 5 for each of the cadre of Physical Education and Sports.

3.3 The selection process shall be completed on the day/last day of the selection committee meeting, wherein the minutes are recorded and recommendation made on the basis of the performance of the interview are duly signed by all members of the selection committee.

3.4 For all Selection Committees specified in these Regulations, Head of Department / Teacher-Incharge should be either in the same or higher rank / position than the rank / position for which the interview is to be held.

4.0 Selection Procedure

- (I) The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on the weightage given to the performance of the candidate in different relevant parameters and his/her performance on a grading system proforma, based on Appendix II, Tables 1, 2, 3A, 3B, 4, and 5. However, in case of Govt-Aided colleges, the existing criteria for selection shall continue or as framed by the Haryana Government from time to time and in case of Govt Colleges, the selection criteria shall be determined by HPSC.

In order to make the system more credible, universities may assess the ability for teaching and / or research aptitude through a seminar or lecture in a classroom situation or discussion on the capacity to use the latest technology in teaching and research at the interview stage. These procedures can be followed for both the direct recruitment and the CAS promotions, wherever selection committees are prescribed in these Regulations.

- (II) In all the Selection Committees of direct recruitment of teachers and other

academic staff in universities and colleges provided herein, an academicians belonging to the Scheduled Caste/Scheduled Tribe/ BC/ Minority/ Women/ Differently-abled categories, if any of candidates belonging to these categories is the applicant and if any of the members of the selection committee does not belong to that category, shall be nominated by the Vice-Chancellor of the University, and in case of a College, Vice-Chancellor of the University to which the college is affiliated to. The academicians, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

(III) The process of selection of a Professor shall involve the inviting of the application developed by the respective university, based on the Assessment Criteria and Methodology guidelines set out in these Regulations in Appendix II, Table 1 and 2 and reprints of all significant publications of the candidates. *Provided* that the publications submitted by the candidate shall have been published during the qualifying period.

Provided further that such publications shall be made available to the subject experts for assessment before holding the interview. The evaluation of the publications by the experts shall be taken into consideration while finalizing the outcome of selection.

(IV) In the case of selection of faculty members who are from outside the academic field and are considered under Clause 2.1 (III.B), 2.2 (III.B), 2.3 (III.B) and 2.4 (III.B) of these Regulations, the university's statutory bodies shall lay down clear and transparent criteria and procedure so that only outstanding professionals who can contribute substantially to the university knowledge system are selected.

(V) In the selection process for the posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual Arts and Performing Arts, Physical Education and Sports, and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the institution while developing the Proforma for both the direct recruitment and the CAS promotion.

(VI) The Internal Quality Assurance Cell (IQAC) shall be established as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice-Chancellor, as Chairperson (in the case of Universities), and Principal, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution, including assistance in the development of Assessment Criteria and Methodology Proforma based on these Regulations. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of the students' assessment of individual teachers in the Assessment Criteria and Methodology Proforma.

A. The Assessment of the performance of College and University teachers for the CAS promotion is based on the following criteria:

- i. **Teaching-Learning and Evaluation:** The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the college/university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting for university/college examinations, participation in the evaluation of examination answer scripts, conducting examinations for internal assessment as per the schedule to be announced by the institution at

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- the beginning of each Academic Session and returning and discussing the answers in the class.
- ii. **Personal Development Related to Teaching and Research Activities:** Attending orientation/refresher/methodology courses, development of e-contents and MOOCs, organising seminar/ conference/ workshop / presentation of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.
 - iii. **Administrative Support and Participation in Students' Co- curricular and Extra-curricular Activities.**

B. Assessment Process

The following **three-step** process is recommended for carrying out assessment for promotion under the CAS at all levels:

Step 1: The college/university teachers shall submit to college/university an annual self-appraisal report in the prescribed Proforma (**available at Annexure – C, Pages 61 to 64**) designed on the basis of Tables 1 to 5 of Appendix II. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher- in-charge etc. The submission should be through the Head of the Department(HOD)/teacher-in-charge.

Step 2: After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS in the formats as provided in table no. 6, 7, 8 & 9 available at **Annexures A & B, Pages 43 to 60.**

Step 3: A CAS Promotion shall be granted as mentioned in Clause 4.4 of these Regulations.

4.1 Assessment Criteria and Methodology:

- (a) Tables 1 to 3 of Appendix II are applicable to the selection of Assistant Professors/ Associate Professors/ Professors/Senior Professor in Universities and Colleges;
- (b) Table 4 of Appendix II is applicable to Assistant Librarians/ College Librarians and Deputy Librarians for promotion under Career Advancement Scheme; and
- (c) Table 5 of Appendix II is applicable to Assistant Directors/ College teachers of Physical Education sports and Deputy Directors/Directors of Physical Education and Sports for promotions under Career Advancement Scheme

4.2 The constitution of the Selection Committees and Selection Procedure as well as the Assessment Criteria and Methodology for the above cadres, either through direct recruitment or through Career Advancement Scheme, shall be in accordance with these Regulations.

4.3 The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations by State Government. However, if a candidate becomes eligible for promotions under CAS during the period from 01.01.2016 to the date of notification, his/her case shall be governed by the provisions of existing scheme wherever applicable.

I. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university/college, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to



the university/college the Assessment Criteria and Methodology Proforma as evolved by the university concerned supported by all credentials as per the Assessment Criteria and Methodology guidelines set out in these Regulations. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University/College may initiate the process of screening/selection, and complete the process within six months from the receipt of application. Further, in order to avoid any hardship, the candidates who fulfil all other criteria mentioned in these Regulations, as on and till the date on which these regulations are notified, can be considered for promotion from the date, on or after the date, on which they fulfil these eligibility conditions.

- II. The Selection Committee specifications as contained in Clauses 3.1 to 3.4 shall be applicable to all direct recruitments of faculty positions and equivalent cadres and Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor (in University) and for equivalent cadres.
- III. The CAS promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a "Screening-cum-Evaluation Committee", following the criteria laid down in Annexure B (Pages 47-60).
- IV. The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.
- V. For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University/College on the date of consideration by the Selection Committee.
- VI. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma as per Annexure-A (Pages 43-46) & Annexure-B (Pages 47-60). He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.
 - i) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.
 - ii) If, however, the candidate finds that he/she would fulfil the CAS promotion criteria, as defined in Annexure-A (Pages 43-46) & Annexure-B (Pages 47-60) at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
 - iii) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after six months. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be six months from the date of rejection.

4.4 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS /ASSOCIATE PROFESSORS/ PROFESSORS

- A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfill the eligibility and performance criteria as laid down in Clause 4.3 of these Regulations.
- B. Career Advancement Scheme (CAS) for Colleges teachers
 - I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

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Eligibility: Assistant Professors who have completed four years of service and having a Ph.D. degree or five years of service and having a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech.,M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil./ PG Degree in Professional courses.

- i. Attended one Orientation course of 21 days' duration on teaching methodology;and
- ii. Any one of the following: Completed one Refresher / Research Methodology Course

OR

Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching-Learning- Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration,

OR

Completed one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOCs course during the assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i. He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Annexure-B, Table-6, and;
- ii. The promotion is recommended by the screening-cum-evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- 1) Assistant Professors who have completed five years of service in Academic Level11/Senior Scale.
- 2) Any two of the following in the last five years of Academic Level-11/ Senior Scale: Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning- Evaluation/ Technology Programmes/ Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed MOOCs course in the relevant subject (with e-certification); or Contribution towards development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/contribution towards conducting of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Annexure-B, Table 6) and
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic

Level 12/Selection-Grade.

- 2) A Ph.D. degree in subject relevant /allied/relevant discipline shall be mandatory with effect from 5 years from the date of issue of this notification by the State Government.
- 3) Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Courses/ Methodology Workshop/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e- certification); or contribution towards development of e-contents in 4-quadrant(at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as prescribed in Annexure-B, Table 6, and
- ii) The promotion to the post of Associate Professor is recommended by the selection committee in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

- 1. Associate Professors who have completed three years of service in Academic Level 13A.
- 2. A Ph.D. degree in subject relevant/allied/relevant discipline.
- 3. A minimum of 10 research publications in peer-reviewed upto 02.07.2023 and UGC CARE List journals w.e.f. 03.07.2023 out of which three research papers shall be published during the assessment period.
- 4. A minimum of 110 Research Score as per Annexure-B, Table 7.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Annexure-B, Table 6.
- ii) The promotion to the post of Professor is recommended by selection committee constituted in accordance with these Regulations.
- iii) Incumbent Associate Professors who have completed three years as Associate Professor on 1st January 2016 and having Ph.D. degree as on that date, shall be re-designated as Professor w.e.f. 1st January 2016 and placed at the appropriate Academic Pay Level if they fulfil all the above mentioned eligibility conditions. If they do not fulfil the above conditions of Research Publications and Research Score as on that date, they are to fulfil these conditions within three years from the date of issue of this notification by the State Government. They shall be promoted to the post of Professor w.e.f. 1st January 2016 but only after the fulfilment of these conditions.
- iv) Incumbent Associate Professors who have not completed three years as Associate Professor on 1st January 2016, shall be re-designated as Professor and placed at the appropriate Academic Pay Level after the completion of 3 years service as Associate Professor and Ph.D. degree if they fulfil all above mentioned eligibility conditions. If they do not fulfil the

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conditions of Research Publications and Research Score as on that date, they are to fulfil these conditions within three years from the date of issue of this notification by the State Government. They shall be promoted to the post of Professor w.e.f. the date of completion of eligibility conditions (1) and (2) but only after the fulfilment of all eligibility conditions.

- v) After three years from the date of this notification, all the conditions for the promotion of Professor under CAS shall be mandatory and no relaxation of time shall be given to fulfil the conditions regarding research publications and research score.
- vi) Promotion to the post of Professor under CAS shall not affect the original seniority already fixed by the Department in that cadre.

C. Career Advancement Scheme (CAS) for University teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility:

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e- certification) or development of e-contents in four-quadrants / MOOCs course during the assessment period; and
- iv) Published one research publication in the peer-reviewed journals upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 during assessment period.

CAS Promotion Criteria :

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three /four/ five of the last four/ five/ six years of the assessment period as the case may be (as provided in Annexure-B, Table 6), and;
- ii) The promotion is recommended by the screening-cum evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline shall be mandatory with effect from 3 years from the date of issue of this notification by the State Government.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / programme from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes / Faculty Development Programme of at least

two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

- iv) Published three research papers in the peer-reviewed journals upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 during assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Annexure - B, Table 6)
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13 A)

Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic Level 12/Selection grade.
- 2) A Ph.D. Degree in the subject concerned/allied/relevant discipline shall be mandatory with effect from 3 years from the date of issue of this notification by the State Government.
- 3) Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- 4) A minimum of seven publications in the peer-reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 out of which three research papers should have been published during the assessment period.
- 5) Evidence of having guided at least one Ph.D.candidate i.e. the said Assistant Professor is guiding doctoral candidates as clarified by the UGC vide Public Notice dated 23.12.2022.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Annexure-B, Table-6, and has a research score of at least 70 as per Annexure-B, Table-7.
- ii) The promotion is recommended by as election committee constituted in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor

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(Academic Level 14)

Eligibility:

- 1) An Associate Professor who has completed three years of service in Academic Level 13A.
- 2) A Ph.D. degree in the subject concerned/allied/relevant discipline.
- 3) A minimum of ten research publications in the peer-reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 out of which three research papers should have been published during the assessment period.
- 4) Evidence of having successfully guided doctoral candidate i.e. doctoral candidate and the said Associate Professors have been awarded Ph.D. Degrees as clarified vide UGC Public Notice dated 23.12.2022.
- 5) A minimum of 110 Research Score as per Annexure-B, Table 7.

CAS Promotion Criteria:

A teacher shall be promoted if:

- i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Annexure-B, Table 6, and at least 110 research score, as per Annexure-B, Table-7.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)

A professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

Eligibility:

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer-reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

D. Career Advancement Scheme (CAS) for Librarians

Note:

- a) The following provisions (D I to D IV) apply only to those persons who are not involved in the teaching of Library Science. Teachers in institutions where Library Science is a teaching department shall be covered by the provisions given under sections 4.4 (B) and 4.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
 - b) The Deputy Librarian in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Librarians shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.
- I. From University Assistant Librarian (Academic level 10)/College Librarian (Academic level 10) to University Assistant Librarian (Senior Scale/ Academic level 11) / College Librarian (Senior Scale/ Academic level 11):

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Eligibility:

An Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil. degree, or six years of service for those without a M.Phil. or a Ph.D. degree.

- (i) He/she has attended at least one Orientation course of 21 days' duration; and
- (ii) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Annexure-B, Table 8.

CAS Promotion Criteria:

An Assistant Librarian/College Librarian may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Annexure-B, Table 8, and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From University Assistant Librarian (Senior Scale/Academic level 11)/College Librarian (Senior Scale/Academic level 11) to University Assistant Librarian (Selection Grade/ Academic level 12/ College Librarian (Selection Grade/Academic level 12)

Eligibility:

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years:
 - (i) Training/ Seminar/ Workshop/ Course on automation and digitalisation, (ii) Maintenance and other activities as per Appendix II, Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or (iv) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Annexure-B, Table 8, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Librarian (Selection Grade/Academic level 12)/ College Librarian (Selection Grade/Academic level 12) to University Deputy Librarian (Academic Level 13A)/College Librarian (Academic Level 13A)

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years:
 - (i) Training/ Seminar/ Workshop/ Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/ programme of at least two weeks (ten days) duration), (iv) Taken/ developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Librarian/College Librarian (Academic Level 13A) to University Deputy Librarian/ College Librarians (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years:
(i) Training/ Seminar/ Workshop/ Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.
- 3) Evidence of Innovative library services, including the integration of ICT in a library.
- 4) A Ph.D. Degree in Library Science/Information Science/Documentation /archives and Manuscript- Keeping.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Annexure-B, Table 8; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

E. Career Advancement Scheme (CAS) for Directors of Physical Education and Sports

Note:

- a) The following provisions (E I to E IV) apply only to those personnel who are not involved in teaching physical education and sports. Teachers in institutions where Physical Education and Sports is a teaching department shall be covered by the provisions given under sections 6.4 (B) and 6.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
 - b) The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College teachers of Physical Education and Sports shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.
1. From Assistant Director of Physical Education and Sports (Academic Level 10)/Assistant Professor of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/Assistant Professor of Physical Education and Sports (Senior Scale/Academic Level 11)

Eligibility:

- i) He/she has completed four years of service with a Ph.D. degree in



Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil. or Ph.D. degree.

- ii) He/she has attended one Orientation course of 21 days' duration; and
- iii) He/she has done any one of the following: (a) Completed Refresher / Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Annexure-B, Table 9; and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/ Assistant Professor of Physical Education And Sports (Senior Scale/Academic Level 11) to University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12) / Assistant Professor of Physical Education and Sports (Selection Grade/Academic Level 12)

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years:
 - (i) Completed one course/programme from among the categories of refresher courses, research methodology workshops, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Annexure-B, Table 9, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)/ Assistant Professor of Physical Education and Sports (Selection Grade/Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)/ Associate Professor of Physical Education and Sports (Academic Level 13A)

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years:
 - (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning- Evaluation Technology Programmes/Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken /

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developed one MOOCs course in relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Annexure-B, Table 9, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Director Physical Education and Sports/Associate Professor of Physical Education and Sports (Academic Level 13A) to University Deputy Director Physical Education and Sports/Professor of Physical Education and Sports (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years:
(i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).
- 3) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- 4) Evidence of having produced good performance of teams/athletes for competitions like state/national / inter-university/combined university, etc.
- 5) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Annexure-B, Table 9, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

Note for 4.4 (A to E):

1. *Every Assistant Professor / Associate Professor / Professor at the time of submitting any research paper for any purpose, shall submit an undertaking, indicating that the document has been prepared by him / her and the document is his / her original work with Level 0 (zero) Plagiarism i.e. similarity upto 10% as per UGC Regulations, 2018.*
2. *UGC (Promotion of Academic Integrity & Prevention of Plagiarism in Higher Education Institutions) Regulations, 2018 shall also be followed in letter and spirit.*
3. *In order to avoid any hardship, a window of 3 years shall be provided to the candidates who fulfil all other criteria mentioned in the regulations adopted by the state on 11-11-2022 except Research Publications and Research Score, as on and till the date on which these instructions are issued.*
4. *The benefit of this promotion shall be given to those who fulfil eligibility conditions from the date of notification issued dated 11-11-2022 by Govt. of Haryana on actual basis (3 years' time given in notification to acquire the eligibility).*

5. **The notional benefit of this promotion shall be given to those eligible candidates who have attained eligibility between 01-01-2016 to 11-11-2022 from the date of attaining eligibility and thereafter actual benefit w.e.f 11-11-2022.**

6. **The notional benefit of this promotion shall be given to those eligible candidates who have attained eligibility prior to 01-01-2016 w.e.f. 01-01-2016 and thereafter actual benefit w.e.f. 11-11-2022.**

4.5 Discretionary award of advance increments for those who enter the profession as Associate Professor or Professor with higher merit, high number of research publications of high quality and experience at the appropriate level, shall be within the competence of the appropriate authority of the University concerned or recruiting institution based on the recommendations of a selection committee while considering the case of individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired a Ph. D., M. Phil. or M.Tech. and LL.M degree. However, those entering the service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports, having a post-doctoral teaching/research experience, after obtaining a Ph.D. degree and proven credentials, may be eligible for discretionary award of advanced increments to be given to the person, as decided and recorded by the Selection Committee in the minutes of its meeting.

5.0 Counting of Past Services for Direct Recruitment and Promotion under CAS

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, etc including Govt. Aided Private Colleges of Haryana should be counted for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments and the candidate has applied for direct recruitment through proper channel only.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that:
 - (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be

- (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university and the incumbent was selected to the permanent post in continuation to the Ad-hoc or temporary or contractual service without any break;
- (iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and
- (g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), while counting the past service under this clause.

6.0. Period of Probation and Confirmation

- 6.1 The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.
- 6.2 The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.
- 6.3 Subject to Clause 5 of this Regulation, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.
- 6.4 The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the State Government.
- 6.5 All other State Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

7.0 Creation and Filling-up of Teaching Posts

- 7.1 Teaching posts in universities, as far as feasible, may be created in a pyramidal order, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professor, per department.
- 7.2 All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

8.0 Appointments on Contract Basis.

For Universities

The teachers should be appointed on contract basis only when it is absolutely necessary and when the student- teacher ratio does not satisfy the laid-down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly-appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly basic pay of a regularly- appointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing him/her on contract basis for another session.

For Colleges

For colleges, the existing practice or as decided from time to time shall be adopted.

9.0. Teaching Days

The Universities/Colleges must have at least 180 teaching, i.e., there shall be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays.

The above provision is summarised as follows:

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	Number of weeks : 6-days a week pattern	
	University	College
Teaching and Learning Process	30 weeks (180 days)	30 weeks (180 days)
Admissions, Examinations, and preparation for Examination	12	10
Vacations	8	10
Public Holidays (to increase and adjust teaching days accordingly)	2	2
Total	52	52

10.0 Workload

10.1 The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It shall be necessary for the teacher to be available for at least Five and half hours daily in the University/College as per existing regulations. However, in the academic interest of the institution and students, Principal or Head of the institution/University may retain the teachers beyond the minimum stay hours and it shall be obligatory on the part of the teachers to comply with any such orders. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra-Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be provided by the University/College. The direct teaching-learning work load should be as follows:

For Universities:

- Assistant Professor - 16 hours perweek
- Associate Professor/Professor - 14 hours perweek

For Colleges

Direct teaching hours shall be as per existing rules irrespective of the post as Assistant Professor or Associate Professor or Professor and as prescribed by the State Government from time to time.

10.2 A relaxation of two hours per week in the workload may, however, be given to Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work.

11.0 Service Agreement and Fixing of Seniority

11.1 At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy thereof shall be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as per the government rates applicable.

11.2 The self-appraisal methodology, as per clause 4.0 and its sub-clauses 4.1 to 4.4 and all sub-clauses contained therein and as per Tables 1 to 5 of Appendix II, as per eligibility, shall form part of the service agreement/record.

11.3 **Inter-se seniority between the direct recruited and teachers promoted under CAS**

For Universities:

The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under the CAS with reference to the date of

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eligibility as indicated in the recommendations of the selection committee of the respective candidates. However, rules and regulations of the State Government shall apply, for all matters of seniority.

For Colleges:

As per existing rules/practice or as decided by the Govt. from time to time shall apply.

APPENDICES

Appendix I	Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables (MHRD Notification MHRD letters No. Corrigendum F.No.1-7/2015-U.II(1) dated 08.11.2017
Appendix II	<u>Assessment Criteria and Methodology</u> Table 1 to 3 - For University and College Teachers Table 4 - For Assistant Librarian, Deputy Librarian, Librarian etc. Table 5 - For Assistant Director/Deputy Director/Director Physical Education and Sports etc.

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Pay Matrix

Appendix I

Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables

Pay Band (Rs.)	15,600-39,100			37,400-67,000		67,000-79,000
	6,000	7,000	8,000	9,000	10,000	0
Grade Pay (Rs.)	6,000	7,000	8,000	9,000	10,000	0
Index of rationalization	2.67	2.67	2.67	2.67	2.72	2.72
Entry Pay (Rs.)	21,600	25,790	29,900	49,200	53,000	67,000
Academic Level	10	11	12	13A	14	15
Rationalization Entry Pay (Rs.) ¹	57,700	68,900	79,800	1,31,400	1,44,200	1,82,200
2	59,400	71,000	82,200	1,35,300	1,48,500	1,87,700
3	61,200	73,100	84,700	1,39,400	1,53,000	1,93,300
4	63,000	75,300	87,200	1,43,600	1,57,600	1,99,100
5	64,900	77,600	89,800	1,47,900	1,62,300	2,05,100
6	66,800	79,900	92,500	1,52,300	1,67,200	2,11,300
7	68,800	82,300	95,300	1,56,900	1,72,200	2,17,600
8	70,900	84,800	98,200	1,61,600	1,77,400	2,24,100
9	73,000	87,300	1,01,100	1,66,400	1,82,700	
10	75,200	89,900	1,04,100	1,71,400	1,88,200	
11	77,500	92,600	1,07,200	1,76,500	1,93,800	
12	79,800	95,400	1,10,400	1,81,800	1,99,600	
13	82,200	98,300	1,13,700	1,87,300	2,05,600	
14	84,700	1,01,200	1,17,100	1,92,900	2,11,800	
15	87,200	1,04,200	1,20,600	1,98,700	2,18,200	
16	89,800	1,07,300	1,24,200	2,04,700		
17	92,500	1,10,500	1,27,900	2,10,500		
18	95,300	1,13,800	1,31,700	2,17,100		
19	98,200	1,17,200	1,35,700			
20	1,01,100	1,20,700	1,39,800			
21	1,04,100	1,24,300	1,44,000			
22	1,07,200	1,28,000	1,48,300			
23	1,10,400	1,31,800	1,52,700			
24	1,13,700	1,35,800	1,57,300			
25	1,17,100	1,39,900	1,62,000			
26	1,20,600	1,44,100	1,66,900			
27	1,24,200	1,48,400	1,71,900			
28	1,27,900	1,52,900	1,77,100			
29	1,31,700	1,57,500	1,82,400			
30	1,35,700	1,62,200	1,87,900			
31	1,39,800	1,67,100	1,93,500			
32	1,44,000	1,72,100	1,99,300			
33	1,48,300	1,77,300	2,05,300			
34	1,52,700	1,82,600	2,11,500			
35	1,57,300	1,88,100				
36	1,62,000	1,93,700				
37	1,66,900	1,99,500				
38	1,71,900	2,05,500				
39	1,77,100					
40	1,82,400					

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Table 1
Assessment Criteria and Methodology for University/College Teachers

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above – Good Below 80% but 70% & above- Satisfactory Less than 70% - Not satisfactory
2.	Involvement in the University/College students related activities/research activities: (a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college / university activities. (e) Evidence of actively involved in guiding Ph.D. students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer- reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023.	Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved/ undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities
<p>Overall Grading: Good: Good in teaching and satisfactory or good in activity at Sl. No. 2 Or Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2. Not Satisfactory: If neither good nor satisfactory in overall grading Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.</p>		

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Table 2

(Appendix II Contd.)

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences/ Engineering/Agriculture/Medical/Veterinary Sciences	Faculty of Languages/Humanities/Arts/Social Sciences/Library/Education/Physical Education/Commerce /Management & other related disciplines
1.	For Direct Recruitment: Research Papers in Peer-reviewed / UGC Journals upto 13.06.2019 and UGC CARE Listed Journals w.e.f. 14.06.2019 For Career Advancement Scheme: Research Papers in Peer-reviewed / UGC Journals upto 02.07.2023 and UGC CARE Listed Journals w.e.f. 03.07.2023 .	8	10
2.	Publications (other than Research papers)		
	(a) Books authored which are published by ;		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course

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	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Contentwriter/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10
4	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07

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	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers (Peer-Reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023) would be as follows :

- i) Paper in refereed journals without impactfactor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor >10 - 30 Points

(Impact factor to be determined as per Thomson Reuters list)

(a) Two authors: 70% of total value of publication for each author.

(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b): Policy Document and 6: Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

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Table 3A

(Appendix II Contd.)

1. Criteria for shortlisting and selection of candidates for appointment to the post of Assistant Professor in the University:

A. Criteria for shortlisting the candidates for appointment to the post of Assistant Professor in the University

S. No.	Academic Record	Score			
		1.	Graduation	80% & Above = 15	60% to less than 80% = 13
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60%=20	
3.	M. Phil.	60% & above=07	55% to less than 60% =05	Maximum - 30 marks	
4.	Ph.D.	30			
5.	NET with JRF	07		Maximum - 07 marks	
	NET	05			
	SLET/SET	03			
6.	*Research Publications	10 (Max.)			
	a. SCOPUS/Web of Science	03 marks / publication			
	b. UGC CARE list w.e.f. 14 th June 2019/ Publications prior to 14 th June, 2019 in peer reviewed or UGC old listed journals	02 marks / publication			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards	Maximum - 03 marks			
	International / National level (Awards given by International Organizations/ Government of India/ Government of India recognized National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

If the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately. The candidates are required to submit Form No. 16 for claimed period in addition to the experience certificate.

The candidates who will be awarded at least 50% marks as per 'A' on pre-page shall form list of shortlisted candidates.

If the number of shortlisted candidates is more than 12+3n for n (n=1,2,3,...) posts, for example, if it is more than 15 for single post and more than 18,21,24,... for 2,3,4,... posts, respectively, then further shortlisting will be done in the manner as given in 'B' below.

However, in case of number of candidates is less than equal to 12+3n (for n=1,2,3... posts), no further shortlisting will be done. The process shall not be carried forward, if the number of eligible candidates is less than three.

The process of shortlisting / selection will be carried out for filling up only that many advertised posts which satisfy atleast 1:3 ratio for advertised number of posts to the number of eligible candidates e.g. If there are 7 applicants for three advertised posts, then selection shall be made only against two posts.

Note:

*Criteria for Calculation of Marks for Joint Publication(s)(Research Papers/Books): Of the total score for the relevant category of publications by the concerned applicant the First/Principal author/ Corresponding author would share 70% of the total value of publication and remaining 30% of the total value of publication for each of other

authors. For example, if the total score for a publication is 02(say), then the first/principal author/corresponding author would get 1.4 marks each and the other authors would get 0.6 marks each. However, the marks for research paper(s) published will be considered only if the candidate will submit authentic proof for the same up to the last day of the receipt of the applications.

B. Criteria for further shortlisting:

The candidates, shortlisted on the basis of marks as per 1(A) and for whom further shortlisting is to be done, shall appear in a test for assessing their domain knowledge and Research Aptitude. The test shall comprise 100 Multiple Choice Questions of one mark each (¼ marks shall be deducted for each wrong answer) and shall be of 90 minutes duration.

For n (n=1,2,3,...) posts, top 12+3n candidates based upon the performance in test will be shortlisted for appearing before the Selection Committee. In case of tie of score with the lowest qualified candidates, all such candidates having same score shall also be included in the second list of short listed candidates.

2. Selection of shortlisted candidates for UTDs/ MDU-CPAS/Centre for Distance and Online Education (CDOE):

The shortlisted candidates shall appear before the selection committee having composition as per Statute – 22 of M. D. University Act.

The selections shall be based on the performance in the interview by assessing the following:

Sr. No.	Component	Weightage
(i)	Subject Knowledge & Research Aptitude	50%
(ii)	Presentation, Communication Skills & ICT Knowledge	30%
(iii)	Overall Personality	20%

Note: If the committee does not find any candidate suitable for the post(s), it may declare 'none of the candidates found suitable'.

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Table 3B

(Appendix II Contd.)

Criteria for Short-listing of candidates for Interview for the Post of Assistant Professors in Colleges

S.N.	Academic Record	Score			
		1.	Graduation	80% & Above = 21	60% to less than 80% =19
2.	Post-Graduation	80% & Above = 25	60% to less than 80% =23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% =20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	25			
5.	NET with JRF	10			
	NET	08			
	SLET/SET	05			
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed prior to 14 th June, 2019 and UGC CARE List Journals w.e.f. 14 th June, 2019)	06			
7.	Teaching / Post Doctoral Experience (2 marks for one yeareach)#	10			
8.	Awards				
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

However, if the period of teaching/post-doctoral experience is less than one year then the marks shall be reduced proportionately. The candidates are required to submit Form No. 16 for claimed period in addition to the experience certificate.

Note : (A)

- (i) M.Phil. +Ph.D. Maximum - 25 Marks
- (ii) JRF/NET/SET Maximum - 10 Marks
- (iii) In awards category Maximum - 03 Marks

(B) Number of candidates to be called for interview shall be decided by the college.

- (C) Academic Score - 84
- Research Publications - 06
- Teaching Experience - 10
- TOTAL - 100

(D) SLET/SET score shall be valid for appointment in respective State Universities/Colleges/institutions only.

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Table 4

(Appendix II Contd.)

Assessment Criteria and Methodology for Librarians

S.No.	Activity	Grading Criteria
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, interalia, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website 	<p>90% and above – Good</p> <p>Below 90% but 80% and above – Satisfactory</p> <p>Less than 80% - Not satisfactory</p>
2.	<p>Conduct of seminars/workshops related to library activity or on specific books or genre of books.</p>	<p>Good – 1 National level seminar/workshop +1 State/institution level workshop/Seminar</p> <p>Satisfactory - 1 National level seminar/workshop or 1 State level seminar/workshop + 1 institution level seminar/workshop or 4 institution seminar/workshop</p> <p>Unsatisfactory – Not falling in above two categories</p>
3.	<p>If library has a computerized database then</p> <p>OR</p> <p>If library does not have a computerized database</p>	<p>Good – 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> <p>OR</p> <p>Good – 100% Catalogue database made up to date</p> <p>Satisfactory- 90% catalogue database made up to date</p> <p>Unsatisfactory - Catalogue database not upto mark.</p> <p>(To be verified in random by the CAS Promotion Committee)</p>

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4.	Checking inventory and extent of missing books	Good : Checked inventory and missing book less than 0.5% Satisfactory - Checked inventory and missing book less than 1% Unsatisfactory – Did not check inventory Or Checked inventory and missing books 1% or more.
5.	(i) Digitisation of books database in institution having no computerized database. (ii) Promotion of library network. (iii) Systems in place for dissemination of information relating to books and other resources. (iv) Assistance in college administration and governance related work including work done during admissions, examinations and extra curricular activities. (v) Design and offer short-term courses for users. (vi) Publications of at least one research paper in UGC approved journals.	Good - Involved in any two activities Satisfactory - At least one activity Not Satisfactory - Not involved/undertaken any of the activities.
Overall Grading	Good : Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory : Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4. Not satisfactory : If neither good nor satisfactory in overall grading.	
Note : (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment. (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion. (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.		

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Assessment Criteria and Methodology for Directors of Physical Education and Sports

S. No.	Activity	Grading Criteria
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	90 and above - Good Above 80 but below 90 - Satisfactory. Less than 80 - Not satisfactory.
2.	Organizing intra college competition	Good - Intra college competition in more than 5 disciplines. Satisfactory - Intra college competition in 3-5 disciplines. Unsatisfactory- Neither good nor satisfactory.
3.	Institution participating in external competitions	Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines. Satisfactory- State level competition in at least one discipline plus district level competition in at least 3 disciplines. Or District level competition in at least 5 disciplines. Unsatisfactory - Neither good nor satisfactory.
4.	Up-gradation of sports and physical training infrastructure with scientific and technological inputs. Development and maintenance of playfields and sports and physical Education facilities.	Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee.
5.	(i) At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition. (ii) Being invited for coaching at state/national level. (iii) Organizing at least three workshops in a year. (iv) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extra curricular college activities.	Good: Involved in any two activities. Satisfactory: 1 activity Not Satisfactory : Not involved/ undertaken any of the activities.

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Overall Grading	Good: Good in Item 1 and satisfactory/good in any two other items. Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items. Not Satisfactory: If neither good nor satisfactory in overall grading.
Note: i) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment. ii) The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee. iii) The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.	

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MAHARSHI DAYANAND UNIVERSITY ROHTAK**Application Form for Promotion of Teachers under Career Advancement Scheme****Important Note** - The candidate is required to fill in this form along with

Annual Performance Assessment Reports (Annexure-B)

Paste a latest
Passport size
photograph

1. For Promotion /upgradation to _____
Department _____
2. Name of the Candidate (in Capital Letters) _____
3. Father's Name _____ Mother's Name _____
4. Gender _____ Marital Status _____ Nationality _____
5. Are you a Person with Disability (Yes/No)

6. Category (Gen/SC/DSC/BC-A/BC-B/ESM/etc.)

7. Date and Place of Birth

8. Date of Joining in the University _____
9. Present Designation _____
10. Date of Placement in Stage -II _____ Stage-III _____
Associate Professor _____ Professor _____
11. Grading and Academic / Research Score (for promotion upto level of Professor) **[Not applicable for promotion to Senior Professor]**
i) Grading as per Table 6 (Annexure-B) _____

Sr.	Year	Academic Year	Grading			Period & kind of Leave, if any	Period spent on paid leave
			Activity at Sr. No. 1	Activity at Sr. No. 2	Overall Grading		
1	I Year						
2	II Year						
3	III Year						
4	IV Year						
5	V Year						
6	VI Year						

For promotion from Assistant Professor (Academic Level 10)/ Assistant Professor (AL 11) / Assistant Professor (AL 12) / Associate Professor to Assistant Professor (AL 11) / Assistant Professor (AL 12) / Associate Professor / Professor, 'Satisfactory' or 'Good' grade in at least 'n-1' of the last 'n' years of the assessment period is required for consideration of promotion.

ii) Academic/ Research Score as per Table -7 (Annexure-B)

[Note: 1. For Librarians assessment criteria and methodology will be as per Table 8 of Annexure B.
2. For ADPE / Deputy Director Physical Education who are not involved in teaching, Assessment Criteria and Methodology will be as per Table 9 of Annexure B]

12. Mention the education qualification(s) if acquired after joining the University –

Exam. Passed	University/Board	Year of Passing	% of Marks	Division	Subject studied including options	Awards/ Medals/ Prize/ Merit if any

13. Teaching Experience (full time) in College/University:

Undergraduate _____ Post Graduate _____ Total _____

14. Total Research Experience

15. Field(s) of Specialization

16. Employment Details (in Chronological Order):

Sr. No.	Name of Institution	Designation	From	To
(i)				
(ii)				
(iii)				
(iv)				

17. Guidance/Supervision of Ph.D. Theses :

- a. Number of Candidates registered at present _____
- b. Number of Candidates who have submitted theses _____
- c. Number of candidates who have successfully awarded Ph.D. _____

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18.

Language(s) known	Read (Y/N)	Write (Y/N)	Speak (Y/N)

19. Present Basic Pay _____ in the Academic Level _____

20. Orientation / Refresher or any other course / workshop to be considerable for promotion

Name of the Course	Period		Ograniser
	From	To	

21. Detail of Development of MOOCs / e-contents in 4 quadrants

22. Publications :

Publications		Total (Attach with the list of publication with details)	During the period under consideration for promotion (Attach 8 copies of first page of the publications with details)	Major Publications as per requirement (Attach 8 copies of the reprints)
Papers In Journals	(i) Web of Science / SCOPUS			
	(ii) UGC Care Listed			
	(iii) Other peer reviewed journals upto 02.07.2023 and in UGC CARE List w.e.f. 03.07.2023			
Books	Authored			
	Edited			

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Chapters in Edited Books				
Papers in Proceedings of the Conference				
Research Projects	Completed			
	On Going			
Patents	Granted			
	Published			
Consultancy				

23. Awards / Recognition:

24. Additional Information if Any

25. List of Enclosures (Give supportive documents of the claims made in the application):

- | | |
|------------|-----------|
| i) _____ | ii) _____ |
| iii) _____ | iv) _____ |
| v) _____ | vi) _____ |

I certify that the foregoing information given by me is correct, complete to be best of my knowledge and belief and no material information has been concealed.

Date: ___/___/_____
Permanent Address (in capital letters)

Signature of the Candidate
Correspondence address (in capital letters)

Pin _____

Pin _____

Forwarded by
Head/Dean

Email : _____
Mobile No. _____

- Note:-
1. Printing should be preferably on both sides.
 2. Only first page of the publication should be attached along with proof of Peer Reviewed / UGC Listed/Scopus/Web of Science/ Journal impact factor. However, for promotion to the post of Associate Professor / Professor / Senior Professors, copies (all pages) of requisite numbers of publications (only major / best) are required to be attached.

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Annual Performance Assessment Report for Promotion under Career Advancement Scheme (CAS)

Table 6

Name:
Subject

Designation:
Academic Session/Period:

Sr. No.	Name of the Activity	Activities Actually undertaken	Verification as per record by HOD/ Director/ Incharge	Grading	Page No.
1.	<p>Teaching: (Classes taught include sessions on tutorials, lab and other teaching-related activities)</p> <p>Grading Criteria</p> <ul style="list-style-type: none"> • 80% & above=Good • Below 80% & but 70% & above=Satisfactory • Less than 70%=Not satisfactory 	<p>[Number of classes taught/total classes assigned) x 100 %]</p> <p>=</p>			
2.	<p>Involvement in the students related activities and research activities:</p> <p>a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, Warden or any other Administrative responsibility assigned by the Vice-Chancellor / Executive Council for a period of not less than 6 months in assessment year under consideration</p> <p>b) Examination and evaluation duties assigned by the university or attending the examination paper evaluation.</p> <p>c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS, YRC and other community services/outreach activities.</p> <p>d) Organising seminars/ conferences/ workshops, other academic activities.</p> <p>e) Evidence of actively involved in guiding Ph.D. students of MDU</p>				

<p>f) Conducting minor or major research project sponsored by national or international agencies.</p> <p>g) At least one single or joint publication in Peer-reviewed upto 02.07.2023 and in UGC CARE List w.e.f. 03.07.2023.</p> <p>Grading Criteria</p> <ul style="list-style-type: none"> • 'Good' if Involved in at least 3 activities • 'Satisfactory' if 1-2 activities • 'Not-satisfactory' if not involved/ undertaken any of the activities 				
<p>Overall Grading: Criteria: Good: Good in teaching and satisfactory or good in activity at Sr.No.2 Satisfactory: Satisfactory in teaching and satisfactory or good in activity at Sr.No.2 Not Satisfactory: If neither good or satisfactory in overall grading</p>				

Note:

- Number of activities can be within or across the broad categories of activities.
- At the time of Internal Screening Committee, all the records related to claims must be produced before the convener of the committee.
- If a candidate claims score for an item not covered in the above, the claims for the same shall be settled by a committee constituted for purpose.
- For the purpose of assessing the grading of Activity at Serial No.1 and Serial No.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

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Assessment of Academic/Research Score

Table 7

Name:
Subject:

Designation:
Faculty:

Sr.No.	Academic/Research Activity	Academic Research score as prescribed	Total (In Number)	Self-Appraisal Score	Verified Score	Page No.
1	Research papers in Peer-reviewed upto 02.07.2023 and in UGC CARE List w.e.f. 03.07.2023 (Annexure-1)	Paper in refereed journals without impact factor				
		Paper with impact factor less than 1				
		Paper with impact factor between 1 and 2				
		Paper with impact factor between 2 and 5				
		Paper with impact factor between 5 and 10				
		Paper with impact factor >10				
2	Publications (other than Research papers) (Annexure-2)					
	(a) Books authored which are published by;					
	International Publishers	12/book				
	National Publishers	10/book				
	Chapters in an Edited Book	05/chapter				
	Editor of a book by International Publisher	10/book				
	Editor of a book by National Publisher	08/book				
	(b) Translation works in Indian and Foreign Languages by qualified faculty possessing Diploma / Certificate in Translation					
	Chapters or Research papers	03/chapter or paper				
	Book	08/book				
3	Creation of ICT-mediated Teaching Learning Pedagogy and content and development of new and innovative courses and curricula (Annexure-3)					
	(a) Development of Innovative Pedagogy	05				
	(b) Design of new curricula and courses	02 (per course)				

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	(c) MOOCs					
	Development of complete MOOCs in 4 quadrants (4 credits course) (In case of MOOCs of lesser credits 05 marks per credit)	20				
	MOOCs (developed in 4 quadrants) per module/lecture	05				
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02				
	Course coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks per credit)	08				
	(d) E-content					
	Development of e-Content in 4 quadrants for complete course/e-book	12				
	e-Content (developed in 4 quadrants) per module	05				
	Contribution to the development of e-content module in complete course/paper/e-book (at least one quadrant)	02				
	Editor of e-content for complete course/paper/e-book	10				
4	(a) Research guidance (Annexure-4)					
	Ph.D. (10 per degree awarded and 05 per thesis submitted)					
	M.Phil/P.G. dissertation (02 per degree awarded)					
	(b) Research Project Completed					
	More than 10 lakhs	10				
	Less than or equal to 10 lakhs (Extramural/External Funding)	05				
	(c) Research Project Ongoing					
	More than 10 lakhs	05				
	Less than or equal to 10 lakhs (Extramural/External Funding)	02				
	(d) Consultancy					
		03				

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5.	(a) Patent (Annexure-5) (Only those patents for which MDU is the applicant)					
	International	10				
	National	07				
	*(b) Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central or State Government)					
	International	10				
	National	07				
	State	04				
	(c) Awards/Fellowship					
	International	07				
	National	05				
6	*Invited lectures/Resource Person/paper presentation in Seminars/ Conferences/full paper in Conference proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference proceedings will be counted only once) (Annexure-6)					
	International (Abroad)	07				
	International (within country)	05				
	National	03				
	State/University	02				

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The Research score for research papers would be as follows:

Sr. No.	Paper in Peer-Reviewed upto 02.07.2023 and in UGC CARE List w.e.f. 03.07.2023	Faculty of Sciences / Engineering / Agriculture/ Medical / Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library / Education / Physical Education / Commerce / Management & other related disciplines
	Paper in refereed journals without impact factor	13	15
	Paper with impact factor less than 1	18	20
	Paper with impact factor between 1 and 2	23	25
	Paper with impact factor between 2 and 5	28	30
	Paper with impact factor between 5 and 10	33	35
	Paper with impact factor >10	38	40

Note 1: Impact factor to be determined as per Thomson Reuters list

2. a) For two authors: 70% of total value of publication for each author.
 b) For more than two authors: 70% of total value of publication for the First / Principal / Corresponding author and 30% of total value of publication for each of the joint authors.
3. For Joint Projects: Principal Investigator and Co-investigator would get 50% each.
4. (i) Paper presented if part of edited book or proceeding then it can be claimed only once.
 (ii) For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each
5. The research score shall be from the minimum of three categories out of six categories.

*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b): Policy Document and 6: Invited lectures / Resource Person / Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

For example: Suppose, the total score obtained is 400 which includes the score from the category 5(b) and 6 as 140 i.e. the score from other categories is 260. Find 30% of the total score, which in this case is $30\% \times 400 = 120$. Due to upper capping of 30% of the total research score, 120 score will be counted and not 140. The effective total score will be $260 + 120 = 380$.

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* Score to be filled by the Candidate / Teacher in following manner:

Summary of Academic/ Research Score

Category	Particulars	Academic/ Research Score	Remarks
1.	Research papers Web of Science / SCOPUS / UGC listed / Peer- reviewed Journals		
2.	Publications (other than Research papers) a) Books authored b) Translation works		
3.	Creation of ICT-mediated Teaching Learning Pedagogy and content and development of new and innovative courses and curricula a) Development of innovative pedagogy b) Design of new Curricula and Courses c) MOOCs d) e-content		
4.	(a) Research guidance (b) Research Project(s) completed (c) Research Project(s) ongoing (d) Consultancy		
5.	(a) Patent		
	(b) Policy Document		
	(c) Awards/Fellowship		
6.	*Invited lectures/Resource Person/paper presentation in Seminars/ Conferences/full paper in Conference proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference proceedings will be counted only once)		
7.	Total Research Score		

*Combined score of 5(b) and 6 shall have upper capping of 30% of total research score

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ANNEXURE-1

1. Research papers in Peer-Reviewed upto 02.07.2023 and in UGC CARE List w.e.f. 03.07.2023

Sr.No.	Title of the Paper	Name of the Journal	Authors	Score	Page No.

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ANNEXURE-2

2. Publications (other than research papers)

(a) Books authored which are published by National Publisher

Sr. No.	Title of the Book	Name and category of Publisher	Edited Book/Chapter	Authors	Score	Page No.

(b) Translation work in Indian and Foreign languages by qualified faculty

Sr. No.	Title of the Book/Chapter/ Research paper	Publisher	Authors	Score	Page No.

ANNEXURE-3

3. Creation of ICT-mediated Teaching Learning Pedagogy and Content and development of new and innovative courses and curricula

Sr.No.	Particulars	Authors	Score	Page No.

ANNEXURE-4

4. (a) Research Guidance

Sr. No.	Class	Name of University	Particulars of Researcher	Score	Page No.

(b) Research Projects Completed

Sr. No.	Title	Name of funding agency with the amount	No. of Investigators	Score	Page No.

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ANNEXURE-5

5. (a) Patents

Sr. No.	Name of Patent	Details of registration	Level	Score	Page No.

(b) Policy Document

Sr. No.	Name of Policy Document	Name of Agency to whom submitted	Level	Score	Page No.

ANNEXURE-6

6. Invited Lectures/Resource Person/ Paper presentation in Seminars/Conferences/full papers in Conference Proceedings

Sr. No.	Title of the Paper/lecture	Organized by (with dates)	Level	Score	Page No.

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Assessment Criteria and Methodology for Librarians
Table 8

S.No.	Activity	Activities Actually undertaken	Verification as per record by HOD / Director / Incharge	Grading	Page No.
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, interalia, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website <p>Grading Criteria: 90% and above – Good</p> <p>Below 90% but 80% and above - Satisfactory</p> <p>Less than 80% - Not satisfactory</p>				
2.	<p>Conduct of seminars/workshops related to library activity or on specific books or genre of books.</p> <p>Grading Criteria: Good – 1 National level seminar/ workshop +1 State/institution levelworkshop/Seminar</p> <p>Satisfactory - 1 National level seminar/ workshop or 1 State level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar /workshop</p> <p>Unsatisfactory – Not falling in above two categories</p>				
3.	<p>If library has a computerized database</p> <p>OR</p> <p>Good – 100% of physical books and journals in computerized database.</p>				
4.	<p>Satisfactory – At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling in above two categories</p> <p>OR</p> <p>Good – 100% Catalogue database made up to date</p> <p>Satisfactory – 90% Catalogue database made up to date</p> <p>Unsatisfactory – Catalogue database not</p>				

	<p>upto mark. (To be verified in random by the CAS Promotion Committee)</p> <p>Grading Criteria : Good: Checked inventory and missing book less than 0.5% Satisfactory – Checked inventory and missing book less than 1% Unsatisfactory – Did not check inventory Or Checked inventory and missing books 1% or more.</p>				
5.	<p>(i) Digitisation of books database in institution having no computerized database. (ii) Promotion of library network. (iii) Systems in place for dissemination of information relating to books and other resources. (iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities. (v) Design and offer short-term courses for users. (vi) Publications of at least one research paper in UGC approved journals.</p> <p>Grading Criteria : Good: Involved in any two activities Satisfactory : At least one activity Not Satisfactory : Not involved / undertaken any of the activities.</p>				
Overall Grading	<p>Good : Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory : Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4. Not satisfactory : If neither good nor satisfactory in overall grading.</p>				
	<p>Note:</p> <ol style="list-style-type: none"> (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment. (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion. (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee. 				

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Assessment Criteria and Methodology for Assistant Director / Deputy Director of Physical Education and Sports (for those who are not involved in teaching Physical Education and Sports)

Table 9

S. No.	Activity	Activities Actually undertaken	Verification as per record by HOD/Director / Incharge	Grading	Page No.
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend. Grading Criteria: 90 and above – Good Above 80 but below 90 – Satisfactory Less than 80 – Not Satisfactory				
2.	Organizing intra college competition Grading Criteria: Good – Intra College competition in more than 5 disciplines Satisfactory – Intra college competition in 3-5 disciplines. Unsatisfactory – Neither good nor satisfactory				
3.	Institution participating in external competitions Grading Criteria : Good – National level competition in at least one discipline plus State / District level competition in at least 3 disciplines Satisfactory – State level competition in at least one discipline plus district level competition in at least 3 disciplines. Or District level competition in at least 5 disciplines. Unsatisfactory – Neither good nor satisfactory				
4.	Up-gradation of sports and physical training infrastructure with scientific and technological inputs. Development and maintenance of playfields and sports and physical Education facilities. Grading Criteria: Good / Satisfactory / Not-Satisfactory to be assessed by the Promotion Committee				

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5.	<p>(i) At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition.</p> <p>(ii) Being invited for coaching at state/national level.</p> <p>(iii) Organizing at least three workshops in a year.</p> <p>(iv) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extra curricular college activities.</p> <p>Grading Criteria : Good: Involved in any two activities. Satisfactory : 1 activity Not Satisfactory: Not involved / undertaken any of the activities</p>				
Overall Grading	<p>Good: Good in item 1 and satisfactory / good in any two other items. Satisfactory: Satisfactory in Item 1 and satisfactory / good in any other two items. Not satisfactory : If neither good nor satisfactory in overall grading.</p>				
Note:	<p>(1) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment.</p> <p>(2) The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical Education and Sports and also the CAS Promotion committee.</p> <p>(3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.</p>				

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MAHARISHI DAYANAND UNIVERSITY ROHTAK

PROFORMA FOR ANNUAL SELF APPRAISAL REPORT FOR THE ACADEMIC YEAR _____

1. General Information

- a) Name : _____
- b) Designation : _____
- c) Department: _____
- d) Faculty: _____
- e) Mobile No. _____
- f) Email ID _____
- g) Residential Address _____

2. Teaching

a) Class Taught

Sr.	Name of Class	Workload assigned in the Year (Both Semesters)				Workload taken in the Year				Percentage of workload undertaken	Steps taken for the deficit teaching workload, if any due to leave etc.
		L	T	P	Total	L	T	P	Total		
1											
2											
3											
4											
5											
										Average % -	

*Lecture (L), Tutorial (T), Practical (P)

b) Details of examination related duties / responsibilities / assignment in MDU, Rohtak-

i. Evaluation of answer script

ii. Internal Evaluation

iii. Paper Setting

iv. Assessment of Assignments

v. Conduct of Examinations

vi. Evaluation of dissertations/project reports/summer training reports etc.

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3. Professional Competences

a) Details regarding Refresher Course/Orientation Programme or other courses / workshops attended

b) Administrative assignment(s)

c) Membership / Participation in bodies / committees on education and national development

d) Any other

4. Research Contributions :

a) Research Supervision :-

	At the beginning of the Academic year	Registered during the Academic year	Completed During the year
PG (Dissertation, Project Report etc.)			
Ph.D.			

b) Publications:

i. Research Articles published

Sr. No.	Title	Journals in which published	No./Vol./Date of Publication	Co-authors, if any	Web of Science / SCOPUS / UGC CARE Listed	Thomson Reuter Impact Factor

ii. Books:

Sr. No.	Title	Publisher	Author	National / International	Year of Publication

iii. Chapter in Edited Books:

Sr. No.	Title	Publisher	Author	National / International	Year of Publication

iv. Books Edited

Sr. No.	Title	Publisher	Author	National / International	Year of Publication

v. Translation work in Indian and Foreign languages by qualified faculty

Sr. No.	Title	Publisher	Authors

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vi. Research Projects

Sr. No.	Title	Funding Agency	Month of Commencement	Whether completed during the year	If not completed, expected date of completion

vii. Consultancy: _____

viii. Patents:

Sr. No.	Name of Patent	Details of registration	Level

ix. Policy Document

Sr. No.	Name of Policy Document	Name of Agency to whom submitted	Level

x. Details of Seminars, Conferences and Symposia organized

xi. Membership of Professional/Academic bodies, editor-ship of journals etc.

7. Creation of ICT - mediated Teaching Learning Pedagogy, Content Development of Innovative courses and curricula

Sr. No.	Particulars	Author(s)

6. MOOCs / e-contents development _____

7. a) Awards / Fellowship _____

b) Other Achievements _____

8. Invited Lectures/Resource Person/Paper presentation in Seminars / Conferences / full papers in Conference Proceedings

Sr. No.	Title of the Paper/lecture	Organized by (with dates)	Level

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9. Extension work/Social/Community outreach activities:-

Please give a short account of your contribution to:

a. Co-Curricular Activities

b. Enrichment of campus life (Hostels, Sports, and Cultural activities)

c. Student welfare and discipline

10. Brief assessment of performance

a. Contribution to University/Department activities / Corporate governance

b. Any other

11. Any other information about contribution not covered above and which is relevant to a proper assessment of activities.

Note: Please attach separate sheet wherever necessary

I certify that the information given above is correct and factual to the best of my knowledge and belief.

Signature of the Faculty Member

Date ___/___/___

Forwarded

Date ___/___/___

Signature of the Head of the Department*

* (In case, the teacher happens to be senior to the Head of the Department and/ or the Dean, the report will be forwarded / countersigned by the Dean/ Vice-Chancellor).

Observation of the Vice-Chancellor

Date ___/___/___

Signature of the Vice-Chancellor

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MINUTES OF THE MEETING OF COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR FOR PREPARATION OF INSTITUTIONAL DEVELOPMENT PLAN (IDP) OF THE UNIVERSITY HELD IN THE OFFICE OF ADVISOR TO THE VICE CHANCELLOR, M.D. UNIVERSITY, ROHTAK ON 17.01.2023, 19.01.2023, 28.02.2023, 01.03.2023, 15.03.2023, 21.03.2023, 22.03.2023, 29.03.2023, 24.04.2023, 17.04.2023, 23.06.2023 and 28.06.2023.

The following members present

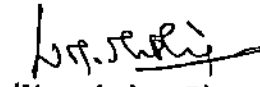
- | | |
|---|----------|
| 1. Prof. Ajay K Rajan, Dean, CIAA | Convener |
| 2. Prof. Radhey Shyam, Department of Psychology | Member |
| 3. Prof. Narasimhan B, Director IQAC | Member |
| 4. Prof. Rahul Rishi, UIET | Member |

The committee constituted for the preparation of Institutional Development Plan in its various meetings held on 17.01.2023, 19.01.2023, 28.02.2023, 01.03.2023, 15.03.2023, 21.03.2023, 22.03.2023, 29.03.2023, 24.04.2023, 17.04.2023, 23.06.2023 and 28.06.2023 deliberated over the IDP Document and finalized the Institutional Development Plan (Annexure A).

The meeting ended with the vote of thanks to the Chair.

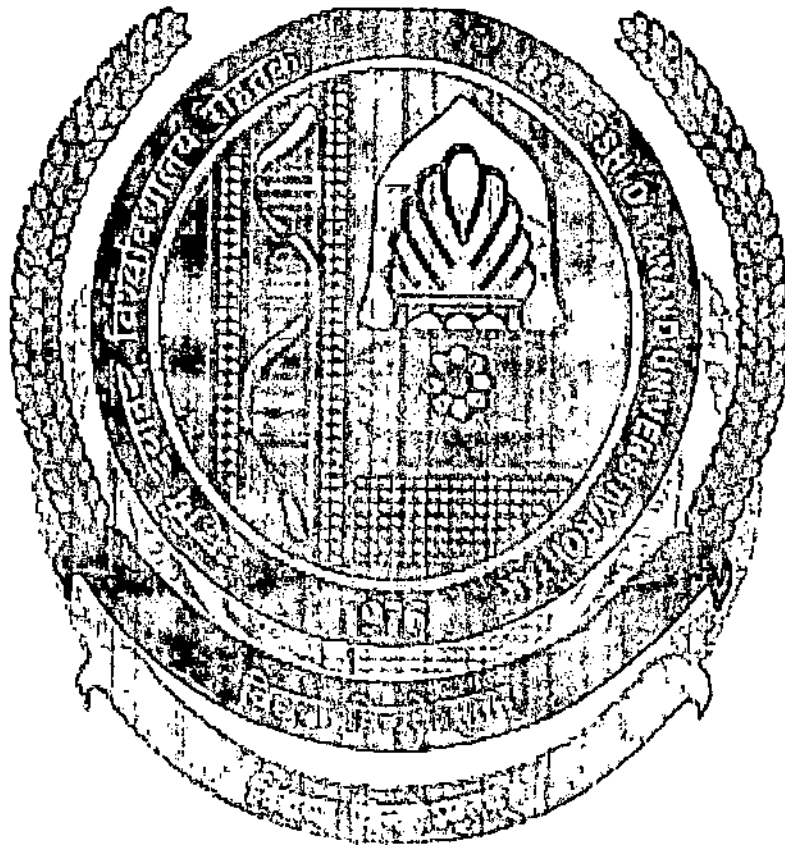

(A K Rajan)


(Radhey Shyam)


(Narasimhan B)


(Rahul Rishi)

INSTITUTIONAL DEVELOPMENT PLAN



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(Established under Haryana Act No. XXV of 1975)

(A+ Grade University accredited by NAAC)

Dr. Anil Kumar

Dr. P. S.

Dr. P. S.

Dr. P. S.



"A man without education is only a man in name. It is bounden duty of a man to get education, become virtuous, be free from malice and preach for all well-being of people advancing the cause of righteousness."

- Maharshi Dayanand

Dr. Ravi

Dev

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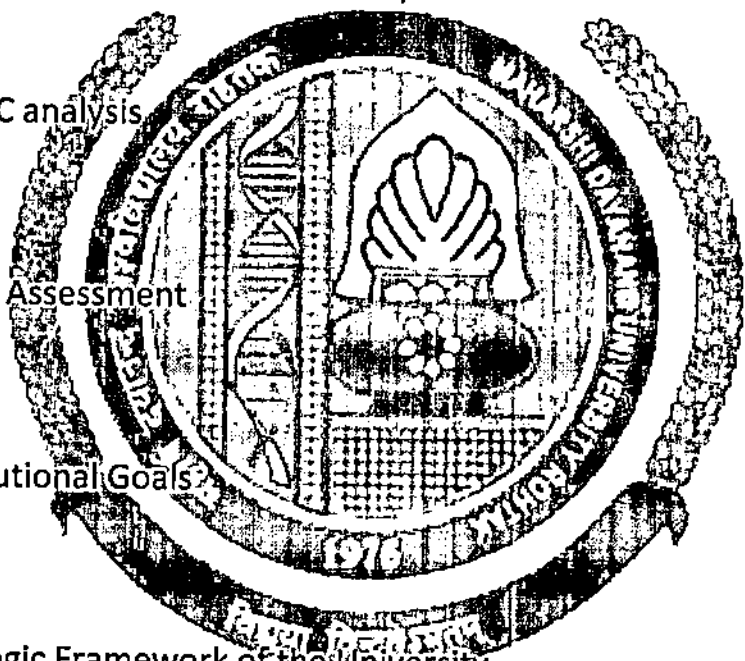
Dr. R. S. G. J.

Dea

Dr. R. S. G. J.

CONTENTS

I.	Preamble	1
II.	Vision and Mission	3
III.	Core Values	4
III.	SWOC analysis	5
IV.	Need Assessment	13
V.	Institutional Goals	19
VI.	Strategic Framework of the University	20



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I. PREAMBLE

Maharshi Dayanand University, Rohtak has been established in 1976 as a residential University with the objective of promoting inter-disciplinary higher education and research with special emphasis on studies of life sciences, environmental and ecological sciences. The University offers 160+ Programs through 10 faculties comprising 41 University Teaching Departments/Centers/Institutes and a satellite campus at MDU-CPAS, Gurugram. Blooming flowers in the Rose Garden, well-paved sidewalks, carefully pruned plants along both sides of the campus roads, abundant greenery, and the resulting eco-friendly ambience give a majestic look to our clean, green and eco-friendly campus.


The University has been:

- Awarded Grade A+ by NAAC with CGPA of 3.44 valid upto March, 2024.
- Ranked ³⁶ among top 100 Indian Universities and 1st among State Universities of Haryana in NIRF 2023 by MHRD Government of India.
- Granted Green Institutional Mentor Award by MHRD in 2020.
- Ranked 1st in Swachhata Ranking in 2018.

The National Education Policy has been released on 29th July, 2020 by the Government of India. National Education Policy 2020 is the first education policy of the 21st century and aims to address the many growing developmental imperatives of our country. This Policy proposes the revision and revamping of all aspects of the education structure, including its regulation and governance, to create a new system that is aligned with the aspirational goals of 21st century education, including SDG4, while building upon India's traditions and value systems. This National Education Policy envisions an education system rooted in Indian ethos that contributes directly to transforming India, sustainably into an equitable and vibrant knowledge society, by providing high-quality education to all, and thereby making India a global knowledge superpower.

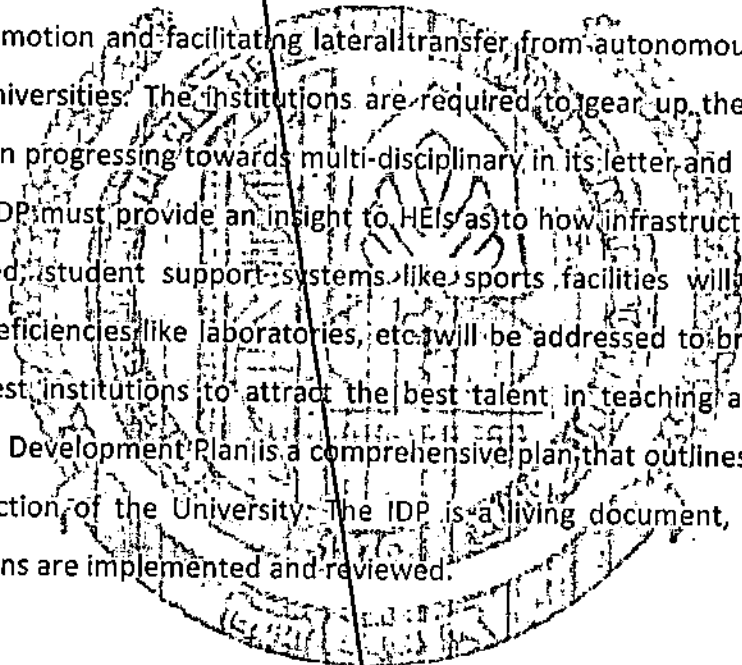
The NEP 2020 envisages that the curriculum and pedagogy of institutions must develop among the students a deep sense of respect towards the Fundamental Duties and Constitutional values, bonding with one's country, and a conscious

Institutional Development plan 1



awareness of one's roles and responsibilities in a changing world. The vision of the Policy is to instill a deep-rooted pride in being Indian, not only in thought, but also in spirit among the learners, intellect, and deeds, as well as to develop knowledge, skills, values, and dispositions that support responsible commitment to human rights, sustainable development and living, and global well-being, thereby reflecting a truly global citizen.

As per UGC guidelines, the HEIs are required to develop their Institutional Development Plan (IDP) to assess the requirements such as faculty, administrative staff, ICT, physical infrastructure for teaching-learning, continuous professional development, student support, and to address the ad-hoc teachers, tenure track faculty, promotion and facilitating lateral transfer from autonomous to teaching to research universities. The institutions are required to gear up themselves to face challenges in progressing towards multi-disciplinary in its letter and spirit as per NEP 2020. The IDP must provide an insight to HEIs as to how infrastructure facilities will be upgraded, student support systems like sports facilities will be augmented, academic deficiencies like laboratories, etc. will be addressed to bring them at par with the best institutions to attract the best talent in teaching and learning. An Institutional Development Plan is a comprehensive plan that outlines and details the overall direction of the University. The IDP is a living document, evolving as the strategic plans are implemented and reviewed.



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II. VISION AND MISSION

VISION

University aspires to be a leading 'transformative learning community' recognized world-wide for excellence and innovation in education, research and entrepreneurship for holistic development of learners and sustainable growth of the society

MISSION

University is committed to transform lives and serve the society through flexible and multidisciplinary education, research, innovation, lifelong learning and cultural enrichment

STRATEGIES TO ACHIEVE THE VISION AND MISSION

To achieve its Vision and Mission, the University will endeavour:

1. To provide intellectually inspiring, academically challenging and supportive environment for holistic development of students by imparting 21st Century skills
2. To be a gateway of scholarship to the world and produce graduates of distinction through qualitative, contemporary and futuristic academic programs
3. To create a collaborative environment for free exchange of ideas to flourish creativity, research, and entrepreneurship
4. To engage in innovative, socially-relevant and leading-edge research within and across disciplines
5. To attract and retain diverse, world-class talent
6. To craft, establish and sustain the futuristic infrastructure
7. To act in partnership with the community over the generation, dissemination and application of knowledge
8. To attain high echelon among world class universities
9. To consistently reinvent ourselves and contribute to transform India into equitable, fair and vibrant knowledge society

III. CORE VALUES

Academic Excellence: University strives for the uncompromising quality excellence in scholarship across various disciplines

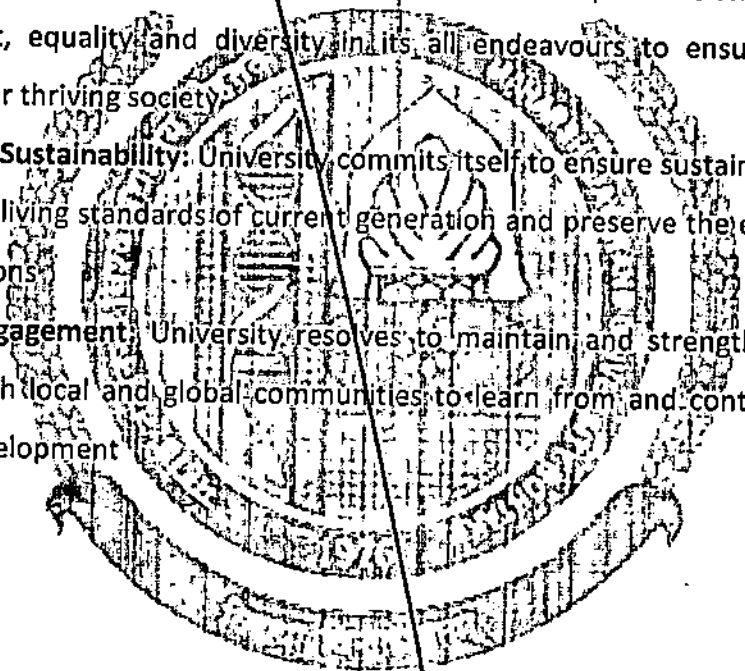
Excellence in Research, Innovation and Entrepreneurship: University commits to continuous engagement in the scholarly activities in the pursuit of creativity and knowledge generation through excellence in research and innovation

Morality and Ethics: University upholds the highest ethical values, integrity and professionalism alongwith unwavering commitment to academic freedom, transparency and accountability.

Equity and Inclusiveness: University pledges to nurture and preserve an environment of mutual respect, equality and diversity in its all endeavours to ensure fairness and inclusiveness for thriving society

Environmental Sustainability: University commits itself to ensure sustainable ecosystem to improve the living standards of current generation and preserve the environment for future generations

Community Engagement: University resolves to maintain and strengthen meaningful relationship with local and global communities to learn from and contribute for their sustainable development



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with 150 MBPS Internet facility up to 200GB download. The institute has a workshop mandatory for first year students, but it needs to be strengthened, however, other laboratories required for 1st year are satisfactory. Institute. The drawing hall of the institute is in good working condition. is advised to maintain/add computing facilities, equipment and required software for all the programmes as per AICTE/MDU norms. Laboratories of all the courses require strengthening in terms of addition of latest equipment's along with proper maintenance of the labs.

- 6. **Library:** The Institute has a library having in all 32858 volumes (B.Tech.-34906, MBA-2432, BBA-995, and BCA-680) and 4738 titles (B.Tech.-2928, MBA-835, BBA-220, and BCA-105) of books. Institute has subscribed Del Net for Journals.
- 7. **CM Grievance/ PM Grievance:** As informed by the Director of the institute, there is no grievance pending towards the Institute.
- 8. **Sanctioned Intake and Student Strength:** The institute has 390, 60, 160, and 160 sanctioned intake for B.Tech. (Civil Engineering-90 seats, Computer Science and Engineering-120 seats, Electronics & Communication Engineering-90 seats, Mechanical Engineering-90 seats), MBA, BBA, and BCA, respectively from GGSIP University, Dwarka till 2022-23 session, however, overall there are only 101 students are presently admitted in the Institute (copy attached).

Recommendations:

In view of the above observations and 1st year of the Institute is going to be affiliated with the MDU, Rohtak, the committee recommends that the Delhi Institute of Technology & Management, Gannaur, Sonapat may be granted provisional affiliation for the following:

- B.Tech (Civil Engineering-90 seats, Computer Science and Engineering-120 seats), Electronics & Communication Engineering-90 seats, Mechanical Engineering-90 seats), MBA-60 seats, BBA-160 seats, and BCA-160 seats w.e.f. the session 2023-24.

Further, the committee recommends that the progress of recruitment of teaching and non-teaching staff, improvement of laboratories and toilets etc. may be accessed after six months to ensure the delivery of quality education.

Rajesh Punia
04/07/23
Dr. Rajesh Punia

Sandeep Kumar
Dr. Sandeep Kumar

Harkesh Sehrawat
04.07.23
Dr. Harkesh Sehrawat

Vikas Nandal
04/07/23
Dr Vikas Nandal

Deepak Kumar
04.07.23
Dr. Deepak Kumar

Seema Singh
04/07/23
Dr Seema Singh

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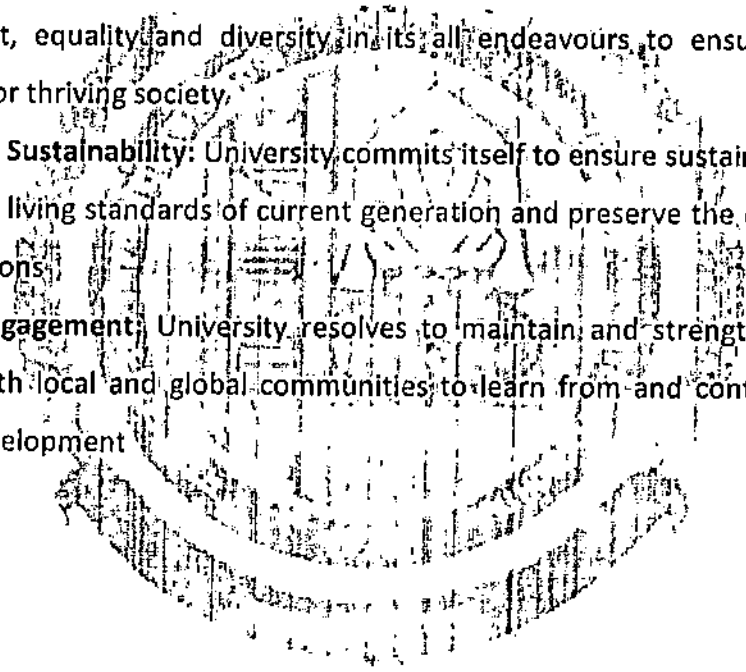
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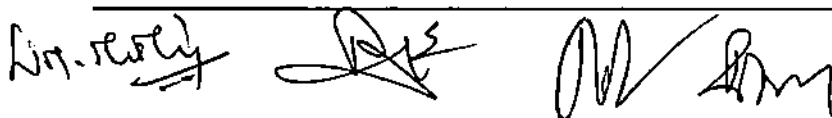
IV. SWOC ANALYSIS

SWOC is an acronym for Strengths, Weaknesses, Opportunities and Challenges. SWOC analysis help to identify organization's strengths (S) and weaknesses (W) (internal factors over which an institution has some measure of control) as well as Opportunities (O) and Challenges (C)(external factors over which the organization have essentially no control). Developing a fuller awareness of the situation helps with both strategic planning and decision-making.

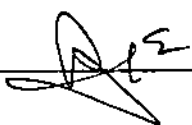
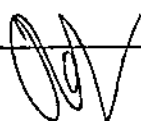
SWOC Analysis is instrumental in strategy formulation and selection. It is a strong tool, but it involves a great subjective element. It is best when used as a guide, and not as a prescription. SWOC Analysis helps in strategic planning in following manner: (a) It is a source of information for strategic planning. (b) Builds organization's strengths. (c) Reverse its weaknesses. (d) Maximize its response to opportunities. (e) Overcome organization's challenges. (f) It helps in identifying core competencies of the firm. (g) It helps in setting of objectives for strategic planning. (h) It helps in knowing past, present and future so that by using past and current data, future plans can be chalked out.

STRENGTHS

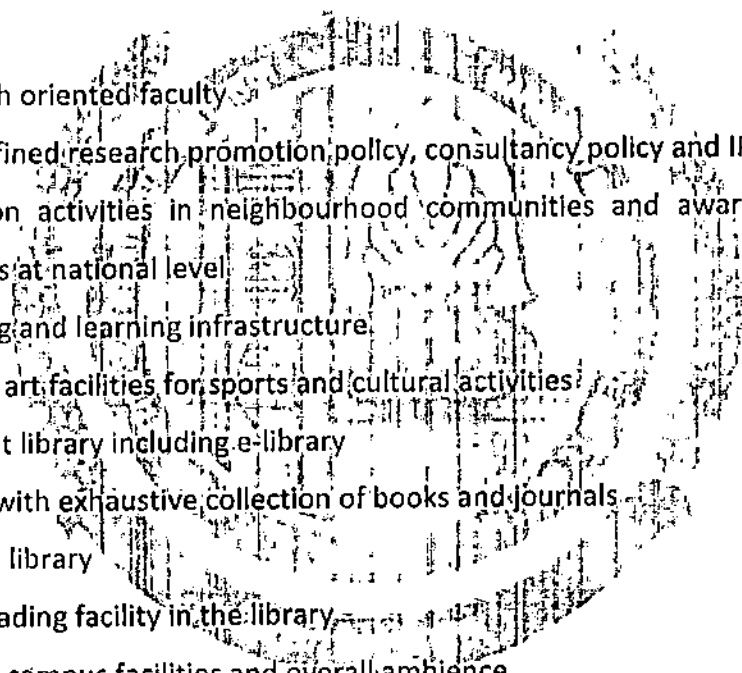
- i. NAAC A+ grade accredited and placed among top 100 universities in NIRF Ranking
- ii. Multidisciplinary education
- iii. Excellent physical infrastructures
- iv. Coherent Vision, Mission and Core Values
- v. Well laid graduate attributes
- vi. Green and clean campus
- vii. CBCS based curriculum
- viii. Inclusion of various stakeholders in curriculum designing
- ix. Timely revision of curriculum
- x. RCI/AICTE/PCI/BCI/UGC approved programs
- xi. Experienced faculty
- xii. Good demand ratio for the programs of both regular and ODL programs
- xiii. Adherence to reservation policy



- xiv. Regular mentor-mentee interactions
- xv. Timely declaration of results
- xvi. Effective grievance redressal system with time bound solutions
- xvii. Effective enrolment of rural and socio-economic background students
- xviii. Student-centric teaching
- xix. Good gender ratio
- xx. Need based online examination system
- xxi. Good pass percentage
- xxii. Excellent research ecosystem i.e. Aryabhata Central Instrumentation Laboratory, Centre for Innovation, Incubation and Entrepreneurship, Central Animal House etc.
- xxiii. Research oriented faculty
- xxiv. Well defined research promotion policy, consultancy policy and IPR policy
- xxv. Extension activities in neighbourhood communities and award for extension activities at national level
- xxvi. Teaching and learning infrastructure
- xxvii. State of art facilities for sports and cultural activities
- xxviii. Excellent library including e-library
- xxix. Library with exhaustive collection of books and journals
- xxx. Satellite library
- xxxi. 24X7 reading facility in the library
- xxxii. General campus facilities and overall ambience
- xxxiii. ICT enabled infrastructure
- xxxiv. Wi-fi campus
- xxxv. Continuous investment in learning outcomes
- xxxvi. Sufficient investment in infrastructure augmentation
- xxxvii. Effective maintenance of campus infrastructure
- xxxviii. Institutional scholarships
- xxxix. Ragging free campus
- xl. Effective student redressal system
- xli. Student achievements in sports at international level


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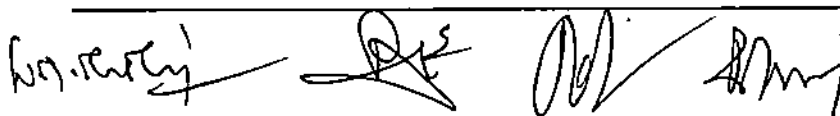
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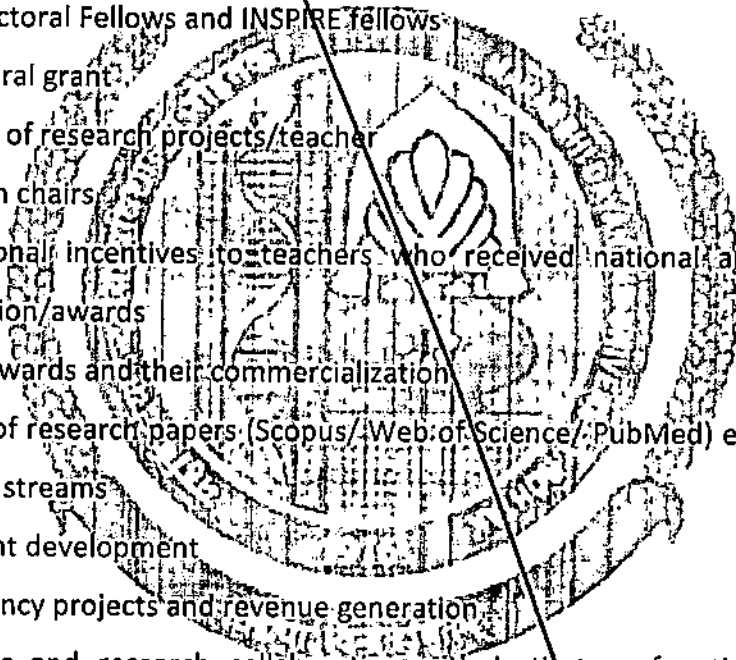
- xlii. Consortium for student capacity building i.e. Career Counselling and Placement Cell, University Centre for Competitive Examinations, Centre for Life Skills and Soft Skills and Youth Centre for Skill Development
- xlili. Student participation in cultural and sports activities
- xliv. Sports nursery for Olympians
- xlv. Student representation in administrative bodies
- xlvi. Participative institutional management
- xlvii. Financial support to teachers to attend conferences / workshops at national and international level
- xlviii. Faculty Development Centre and Administrative Staff college for training of teaching and nonteaching staff
- xlix. Well-designed calendar, manuals, codes, rules, and procedures and their implementation
 - I. Timely promotion
 - II. Welfare schemes for employees
 - III. Gender equity focus on women safety measures
 - liii. Efficient Water conservation facilities like rain water harvesting, open well recharge, waste water recycling
 - liv. Divyangjan friendly campus
 - lv. Inculcation and promotion of Universal Human Values, constitutional and citizenship values, environmental education and community engagement

WEAKNESS

- i. Courses having focus on employability / entrepreneurship / skill development
- ii. Integration of cross-cutting issues i.e. Professional Ethics, Gender, Human Values with the main curricula
- iii. Value added courses for imparting transferable and life skills
- iv. Curriculum Flexibility
- v. Integration of field projects / research projects / internships in all programs
- vi. Vocationalization of education
- vii. Student diversity



- viii. Faculty diversity (National/International)
- ix. Faculty-student ratio
- x. Competency mapping
- xi. Dedicated programs for slow learners
- xii. Continuous and comprehensive evaluation
- xiii. Digitized SLMs
- xiv. Faculty recognition awards at national and international level
- xv. Complete automation of examination system
- xvi. Faculty receiving grant for advanced studies
- xvii. Centres for excellence and specialised labs
- xviii. Post-Doctoral Fellows and INSPIRE Fellows
- xix. Extramural grant
- xx. Number of research projects/teacher
- xxi. Research chairs
- xxii. Institutional incentives to teachers who received national and international recognition/awards
- xxiii. Patent awards and their commercialization
- xxiv. Quality of research papers (Scopus/ Web of Science/ PubMed) especially in non-sciences streams
- xxv. E-Content development
- xxvi. Consultancy projects and revenue generation
- xxvii. Academic and research collaboration with institutes of national and global standards
- xxviii. Interdisciplinary Research
- xxix. Functional MOUs
- xxx. Research grants and Scholarships from corporate sector and philanthropists
- xxxi. Alumni contribution
- xxxii. Student placement
- xxxiii. Counselling for students and staff
- xxxiv. Sensor based energy conservation



Dr. R. S. Chugh

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Dr. Ravi

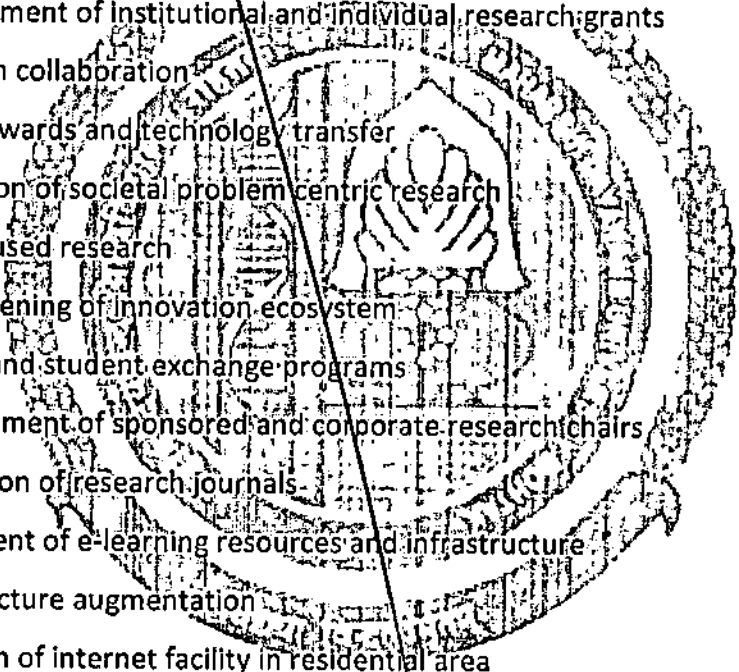
OPPORTUNITIES

- i. Seeking international recognition and ranking
- ii. Aiming for NAAC 'A++' grade at national level
- iii. Adoption of new curricular framework as per NEP-2020
- iv. Adoption of holistic education model
- v. Integration of all levels of education.
- vi. Convergence of general education with vocational education
- vii. Promotion of Indian Knowledge System
- viii. Revamping of curriculum as per new curricular framework
- ix. Introduction of Academic Flexibility (multiple entry and exit, credit transfer)
- x. Better reflection of graduate attributes in curricula
- xi. Exclusive academic research programs for international students
- xii. Introduction of twinning and joint degree programs
- xiii. Integration of online education into the curricula
- xiv. Introduction of innovative programs based on emerging needs and futuristic trends with help of neighbouring industries
- xv. Recruitment of competent and motivated diverse faculty
- xvi. Adoption of blended mode of teaching
- xvii. Development of student-centric methods for effective teaching and learning outcomes
- xviii. Exclusive programs for advance and slow learners
- xix. Creation of digitized SLMS
- xx. 100% automation of examination system
- xxi. Mapping of POs, PSOs and COs while revising curriculum in light of NEP 2020
- xxii. Improvement in student diversity with special focus on international students
- xxiii. Mapping of learning outcomes (generic and program specific in tune with graduate attributes)
- xxiv. Introduction of online programs
- xxv. Introduction of continuous and comprehensive evaluation
- xxvi. Engagement of Visiting/Adjunct/Emeritus/Honorary/Floating faculty, scholar-in-residence.

Prof. Suresh Kumar

Dr. Anil Kumar

- xxvii. Implementation of credit transfer and revised pedagogical framework
- xxviii. Enrolment of international students and faculty
- xxix. Improvement in number of post-doctoral fellows by framing suitable policy
- xxx. Procuring grant from nongovernment agencies
- xxxi. Strengthening of Centre for Innovation, Incubation, and Entrepreneurship
- xxxii. E-content development by faculty
- xxxiii. Promotion of quality research publications
- xxxiv. Functionalization of MOUs
- xxxv. Consultancy projects
- xxxvi. Establishment of Centres for research in emerging areas
- xxxvii. Improvement of Institutional and individual research grants
- xxxviii. Research collaboration
- xxxix. Patent awards and technology transfer
- xl. Promotion of societal problem centric research
- xli. SDG focused research
- xl.ii. Strengthening of innovation ecosystem
- xl.iii. Faculty and student exchange programs
- xl.iv. Establishment of sponsored and corporate research chairs
- xl.v. Publication of research journals
- xl.vi. Enrichment of e-learning resources and infrastructure
- xl.vii. Infrastructure augmentation
- xl.viii. Extension of internet facility in residential area
- xl.ix. E-content development
 - i. Dedicated infrastructure for research centre
 - ii. Upgradation of IT Infrastructure
 - iii. Establishment of ICT enabled conference/convention centre
 - iiii. Scholarship from corporate sector and philanthropists
 - lv. Strengthening of Alumni ecosystem
 - lv. Establishment of Health and Wellness Centre
 - lvi. Impetus on placement and progress
 - lvii. Establishment of student tracking system for placement and progression



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- xxvii. Implementation of credit transfer and revised pedagogical framework
- xxviii. Enrolment of international students and faculty
- xxix. Improvement in number of post-doctoral fellows by framing suitable policy
- xxx. Procuring grant from nongovernment agencies
- xxxi. Strengthening of Centre for Innovation, Incubation, and Entrepreneurship
- xxxii. E-content development by faculty
- xxxiii. Promotion of quality research publications
- xxxiv. Functionalization of MOUs
- xxxv. Consultancy projects
- xxxvi. Establishment of Centres for research in emerging areas
- xxxvii. Improvement of institutional and individual research grants
- xxxviii. Research collaboration
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- lviii. Enrichment of student capacity building framework
- lix. Development of student centric skill based incentives schemes
- lx. Strengthening of e-governance including e-office management
- lxi. Resource generation and mobilization
- lxii. Continuous professional development of faculty and staff
- lxiii. Annual Gender Sensitization plan
- lxiv. Sensor based energy conservation
- lxv. Hazardous chemicals management
- lxvi. Green audit, environmental audit and energy audit
- lxvii. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
- lxviii. Better management of degradable and non-degradable waste
- lxix. Enhancement of facilities for alternative sources of energy and strengthening of energy conservation measures
- lxx. Framework for eco-friendly and sustainable development campus
- lxxi. Framework for fast track promotion

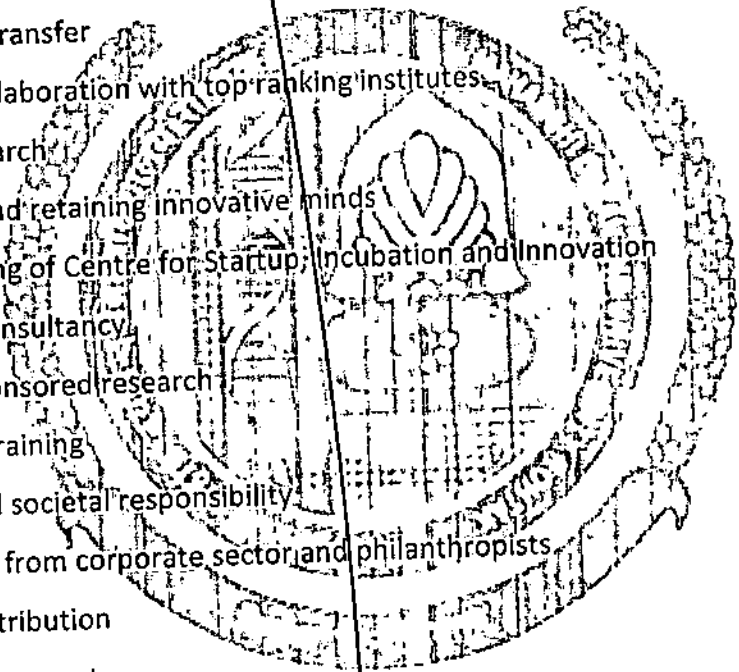
CHALLENGES

- i. Implementation of KG to PG framework for effective synergy across all level of education
- ii. Attaining global ranking (within top 500)
- iii. Realization of concept of holistic education
- iv. Actualization of academic flexibility
- v. Identification of academic partner at national and international level
- vi. Implementation of new curricular framework
- vii. Mapping of curriculum with graduate attributes and learning outcomes
- viii. Designing of course curricula with cross cutting issues
- ix. Apprenticeship embedded programs
- x. Filling up of vacant positions
- xi. Implementation of Academic Bank of Credits
- xii. Effective mapping of learning outcomes

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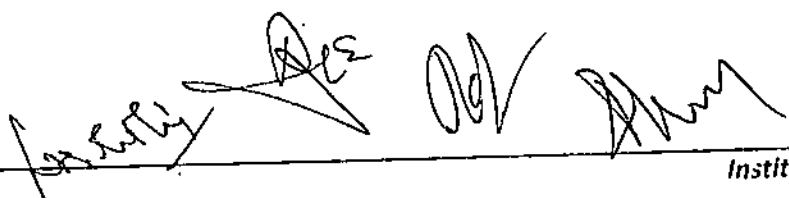
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- xiii. Introduction of formative assessment framework
- xiv. Development of digitized content
- xv. Enhancement of student and faculty diversity
- xvi. Commercialization of patents
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- xviii. Multidisciplinary and interdisciplinary research
- xix. Number of research projects/teacher
- xx. IPR generation and procurement of consultancy projects
- xxi. Resource generation and mobilization arising due to infrastructural requirement and expansion
- xxii. Technology transfer
- xxiii. Research collaboration with top ranking institutes
- xxiv. Quality research
- xxv. Attracting and retaining innovative minds
- xxvi. Strengthening of Centre for Startup, Incubation and Innovation
- xxvii. Industrial consultancy
- xxviii. Industry sponsored research
- xxix. Corporate training
- xxx. Institutional societal responsibility
- xxxi. Scholarship from corporate sector and philanthropists
- xxxii. Alumni contribution
- xxxiii. Student placement
- xxxiv. Corporate connect
- xxxv. Continuous professional development of faculty and staff
- xxxvi. Keeping pace with rapidly changing higher education trends
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- xxxviii. Addressal of fiscal deficit arising out of gradual disaffiliation of colleges as per NEP Guidelines



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V. NEED ASSESSMENT

Need Assessment is the key component of Institutional Development. Therefore, Need Assessment has been carried out based on SWOC Analysis in the light of Vision, Mission and Core Values of the University on the following lines:

1. Curriculum, pedagogy and assessment
2. Research ecosystem
3. Social outreach, community and stakeholder's engagement
4. Infrastructure development and maintenance
5. Student support system
6. Institutional governance
7. Creating university brand image

1. CURRICULUM, PEDAGOGY AND ASSESSMENT

- Quality curriculum need to be designed to foster the unique capabilities of students for their holistic development in academic as well as other spheres of life as per NEP guidelines i.e. flexibility, multiplicity and holistic education, no hard separation between arts and sciences, respect for diversity, equity and inclusiveness, Indian knowledge system, value based education, research internship, constitutional, humanistic, ethical and moral values, global citizenship education etc.
- Program and course contents based on stakeholder's feedback, local, regional, national and global needs with emphasis on employability and entrepreneurial skills.
- Learner centric pedagogical approaches enabling students to attain discipline specific and generic learning outcomes with emphasis on conceptual skills, creativity, critical thinking and practical skills.
- Knowledge and inclusion of Indian language system, art & culture through engaging Artist in Residence, Professor of Practice.
- Program and course contents to attain the UN-SDG goals.
- Delivery mechanism may include lectures, tutorials, field based learning, project work, team based activities, practicals, labwork and internship etc.

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- Integration of technology in teaching, learning and assessment.
- Mapping of graduate attributes and learning outcomes
- Adoption of comprehensive, continuous assessment and evaluation system with emphasis on formative (internal) and summative (end semester) assessments
- Framework development to assess the learning outcomes using closed- book and open-book tests; problem-based assignments; practical assignment laboratory reports; observation of practical skills; individual project reports (case-study reports); team project reports; oral presentations, including seminar presentation; viva voce interviews; computerised adaptive assessment, examination on demand, modular certifications etc.
- Framework to assess graduate attribute attainment level
- Adoption of Academic Bank of Credits
- Creation of awards for innovation in Teaching
- Creating and sustaining a dynamic work culture that encourages faculty members to attain excellence in Teaching, Research and Services.
- Involving community leaders in teaching students specially with respect to the curriculum relating to societal development.

2. RESEARCH ECOSYSTEM

A. Revamping and strengthening the research ecosystem

- Strengthening research infrastructure
- Identify and promote research opportunities, as well as develop long-term research capacities.
- Continuous capacity building to undertake research in emerging areas
- Empowering faculty with research tools and resources
- Creating research centres aligns with university strategic goals as well as the nation's goal of sustainable development.
- Creating Chairs relating to Sustainable Development Goals (SDG).
- International faculty engagement

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B. Focus on multidisciplinary, interdisciplinary and trans-disciplinary research

- Create new intra-university and inter-universities research collaborations and strengthen existing ones.
- Building new connect and strengthening existing research collaborations and scholarship to expand multi-disciplinary, interdisciplinary, and trans-disciplinary research opportunities at national and global levels.

C. Translating laboratory research for financial and societal impact

- Orienting faculty with the knowledge of IPR generation, research extension, and research commercialization
- Promote innovation, start-ups and entrepreneurship culture through incentives, appreciations, and recognitions.
- Strengthening and easing the processes for research commercialization
- Establishment of Research Park in the University.

D. Developing and Strengthening research collaborations

- Establishing links with government and industrial organization and fetch research funding through research and consultancy projects
- Induction of industry sponsored research and research chairs
- Increased collaboration and research funding from industry partners
- Establishment of research collaboration on emerging areas and innovation frontiers
- Focus on international partnership opportunities.

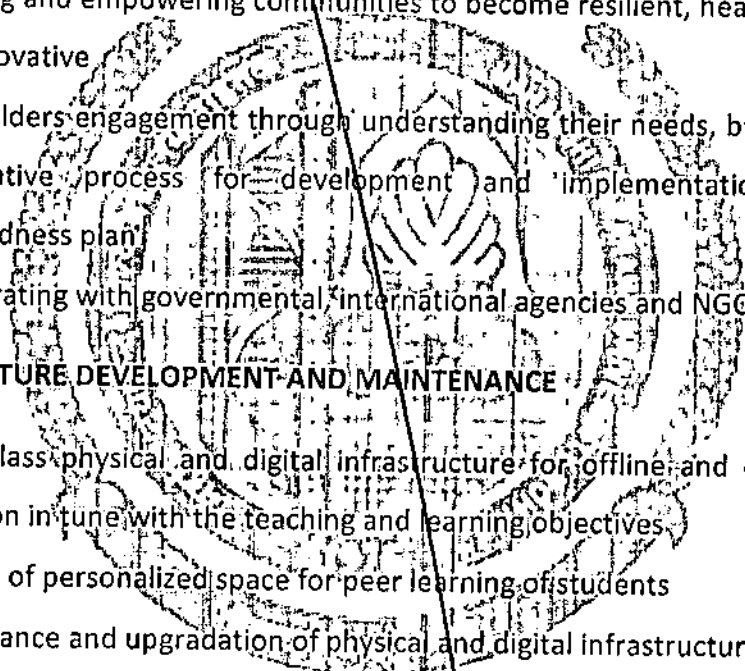
E. Attract Top Graduate and Postdoctoral Scholars

- Establishing the university as a major research destination and promoting its research achievements through various media resources.
- Strengthening research twinning and student exchange programmes
- Strengthening and easing the processes for foreign students' enrolment

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3. SOCIAL OUTREACH, COMMUNITY AND STAKEHOLDERS ENGAGEMENT

- Building strong University-community connect to promote adult literacy and life-long learning to research on problems and find locally relevant solutions.
- Formulation of comprehensive community engagement plan along with roadmap
- Framing of University Social Responsibility policy with the implementation plan
- Achieving the targets of University Social Responsibility
- Hand holding of deprived rural and urban communities for transformation of their lives using institutional resources and knowledge pool.
- Expansion of outreach programs for the benefit of the society
- Engaging and empowering communities to become resilient, healthy, sustainable and innovative
- Stakeholders engagement through understanding their needs, building trust and consultative process for development and implementation of internal preparedness plan
- Collaborating with governmental, international agencies and NGOs.



4. INFRASTRUCTURE DEVELOPMENT AND MAINTENANCE

- World class physical and digital infrastructure for offline and online mode of education in tune with the teaching and learning objectives
- Creation of personalized space for peer learning of students
- Maintenance and upgradation of physical and digital infrastructure
- Strengthening of learning resources
- Development and implementation of institutional- Waste management policy, Environment policy, Campus development plan, and Sustainability development plan

5. STUDENT SUPPORT SYSTEM

- Development of student support system to promote mental wellness, good health, fitness, sound ethical grounding and life-long learning etc. in tune with holistic education model

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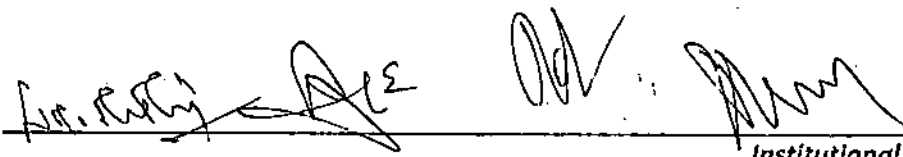
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- Effective support system catering to the specific needs of students from disadvantaged background
- Ensure equity and inclusiveness

6. INSTITUTIONAL GOVERNANCE

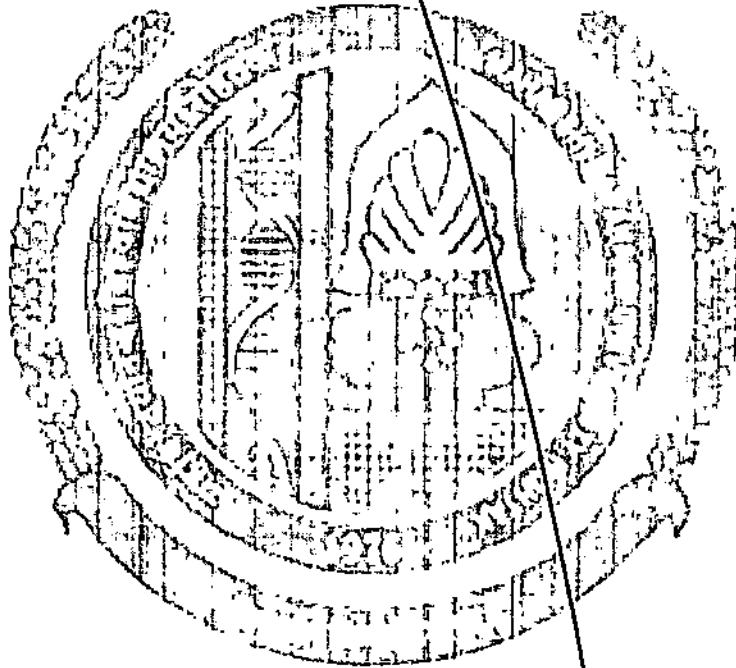
- Revamping of governance model in tune with NEP requirements.
- Transparent, responsive and dynamic e-governance.
- Decentralization of power, participative management and self-governance.
- Strategy formulation of resource generation and utilization in tune with NEP requirements
- Autonomous and accountable governance with focus on innovation and excellence.
- Development of key accountability and responsibility matrix (Karma) framework for Teaching, Research and Administrative work.
- Framing of well-defined and transparent performance evaluation matrix for faculty and staff.
- Constitution of Board of Governors as per NEP mandate.
- Define roles, powers and functions of university leaders
- Preparing the University for the New Accreditation Regime
- Formulation of continuous professional development, succession plan and performance management for academic and administrative staff.
- Development of monitoring system to ensure real time implementation of policies, plans and decisions
- Constitution of task force for implementation of IDP.
- Involvement of stakeholders in institutional governance.
- Restructuring welfare, health and wellness system in the campus

7. CREATING UNIVERSITY BRAND IMAGE

- Developing reputation through establishing collaborations with institutes of national and global reputation



- Effective communication of the university's academic, research, and outreach strengths
- Positioning the university as a self-sustaining and continuously evolving institution through an effective governance system, a solid financial foundation, and a student support system
- Developing a research innovation plan for an institution keeps excellence as a prime focus
- Enhancing university commitment to ensure environmental sustainability following university core values
- Attaining top rankings and grades at national and international levels



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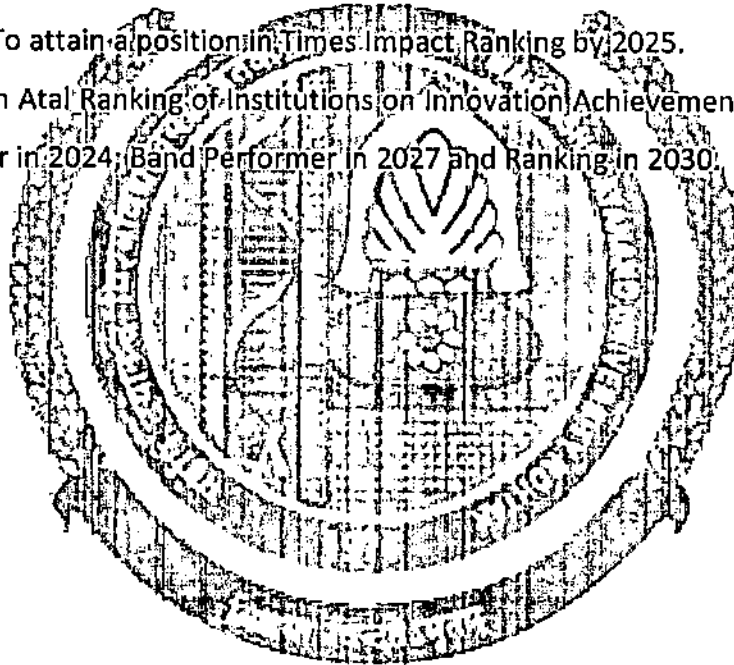
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VI. INSTITUTIONAL GOALS

1. To attain 'NAAC A++' Grade in 2024.
2. To attain NIRF Ranking within top 60 in 2025, within top 40 in 2027 and within top 25 in 2030.
3. To attain international ranking:
 - QS Global Ranking – to attain QS Asia University Rankings by 2025; to attain a position within 1000 by 2027 and within 800 by 2030 in QS Global Ranking.
 - Times Higher Education Ranking – to attain a position within 1000 in 2027 and within 800 in 2030.
 - To attain a position in Times Impact Ranking by 2025.
4. To attain Atal Ranking of Institutions on Innovation Achievements (ARIIA) – Band Beginner in 2024; Band Performer in 2027 and Ranking in 2030.



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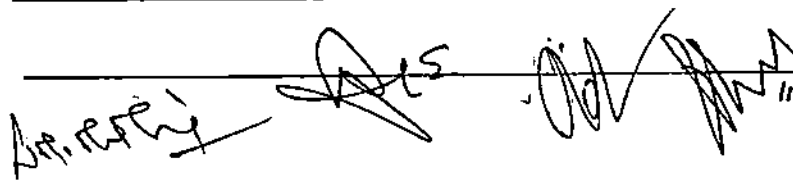
VII. STRATEGIC FRAMEWORK TO ATTAIN INSTITUTIONAL GOALS

Education Policy 2020 advocates revamping the education framework with a prime objective of holistic development of graduates by introducing academic flexibility, multidisciplinary education & research, vocational education, etc., in the higher education system. To ensure its successful implementation, Maharshi Dayanand University formulated institutional development goals considering three cardinal principles of the higher education system

- A. Strategic Focus for Academic Excellence
- B. Strategic Focus for Research Excellence
- C. Strategic Focus for Outreach and Social Engagement

The MDU has identified related themes and actionable points to achieve the above three cardinal principles as given below.

Strategic Focus	Theme	Actionable points
Academic Excellence	Multidisciplinary and Holistic education	Curriculum Structure
		Pedagogy
		Academic Flexibility
		Assessment
	Internationalization	Promotion as a global study destination
	Equity and Inclusion in Higher Education	Gross Enrolment Ratio (GER)
		Gender Sensitivity
		Students Support
	Promotion of Indian Languages	Language of India to remain relevant and vibrant
		Language teaching and research to be improved
	Promotion of Art and Culture	
	Institution of Indian Knowledge System	
	Technology Integration	Technological intervention in education
		Development of e-content and digital infrastructure
Development of disruptive technology		
Engaged and Energized faculty	Initiatives to engage energized and motivated faculty	
	Optimal workload and student teacher's ratio	
	Faculty engagement and empowerment	
	Rewarding faculty excellence	


Institutional Development plan 20

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Institutional Development plan 20

Strategic Focus	Theme	Actionable points
Research Excellence	Catalyzing Quality Research	Revamping and strengthening the research ecosystem
		Focus on multidisciplinary, interdisciplinary, and trans-disciplinary research
		Knowledge generation and dissemination through research
	Research Management, Innovation and Extension	Research Funding
Research Innovation & Extension		
Outreach and Social Engagement	Campus Sustainability	Policy Formulation
		Public Engagement
		Community-based research

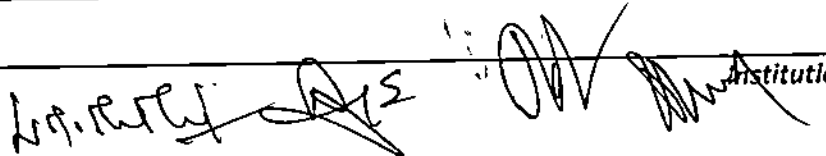
The action Plan for implementation of Strategic Framework to attain goals of Institutional Development Plan along with time line is as projected as follows:

A. Strategic Focus for Academic Excellence

Theme	Actionable Points	Key Activities	Proposed Academic Session
Multidisciplinary and Holistic education	Curriculum Structure	Innovative Curriculum and Credit Framework for ongoing programs	2023-24
		Introduction of twinning, dual and joint degree programs	2024-25
		Introduction of new programs based on new curriculum and credit framework	2023-24
		Introduction of multidisciplinary bachelors programs having research component	2023-24
		Criterion-based grading system	2023-24
		Courses and projects in community engagement, environmental education, and value-based education	2023-24
		Developing norms, standards, and guidelines for systemic development, regulation of ODL and online programmes	2023-24
		Internship with local industry, business, artists, craft persons, etc.	2023-24

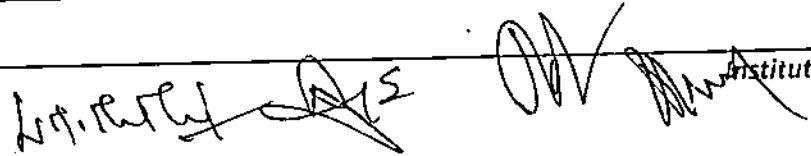
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		Research Internship in academic programs	2023-24
		Short-term certificate courses in various skills including soft skills	2023-24
		Vocational programs at Bachelors and Masters level	2024-25
		Introduction of innovative and flexible vocational programs at bachelors and masters level	2024-25
	Pedagogy	Innovative pedagogical approaches for different learning needs of students	2023-24
		Introduction of multi and interdisciplinary pedagogical approaches	2023-24
		Technology Integration in Teaching-Learning	2023-24
		Online, offline and hybrid modes of teaching	2023-24
		Remedial Coaching	2023-24
		Proactive mentoring and counselling for physical, psychological and emotional well-being	2023-24
		Capacity building of faculty members for innovative pedagogy	2023-24
	Academic Flexibility	Implementation of the academic bank of credit	2023-24
		Multiple exit and entry options	2023-24
		Pursuing two degrees simultaneously	2024-25
	Assessment	Continuous and comprehensive assessment	2023-24
		Fair and Transparent examination	2023-24
		Formative and summative assessment	2023-24
		Examination on demand	2025-26
Internationalization	Promotion as a global study destination	Enhancing International students' enrolment	2023-24
		International student's support system	2023-24
		Research/teaching collaborations and faculty/students exchange programmes	2023-24
		Internationalization of University	2025-26


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 Institutional Development plan 22

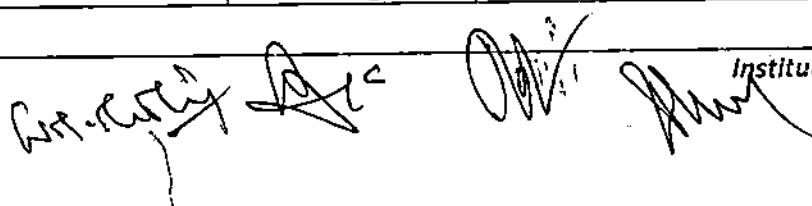
MAHARSHI DAYANAND UNIVERSITY, ROHTAK

Equity and Inclusion in Higher Education	Gross Enrolment Ratio (GER)	Set clear targets for higher GER		2023-30
		Session	Target GER	
		2023-24	13000	
		2024-25	14500	
		2025-26	16500	
		2026-27	19000	
		2027-28	21000	
		2028-29	23000	
	2029-30	25000		
		Range of academic and vocational programmes		2023-24
Gender Sensitivity	Enhance gender balance in admissions		2023-24	
	Sensitization of faculty, staff, and students		2023-24	
Students Support	Handholding mechanisms for grievance redressal and enforcement of no discrimination and anti-harassment rules		2023-24	
	Incentivization of innovation and entrepreneurship among students		2023-24	
	Enhanced technology support		2023-24	
	Financial aid including scholarships		2023-24	
	Bridge courses for students		2023-24	
Promotion of Indian Languages	Language of India to remain relevant and vibrant	Documentation of different Indian languages, art, and culture		2023-24
		Availability of high quality and print materials in the Indian language		2023-24
	Language teaching and research to be improved	Usage of the local and bilingual language in teaching and learning		2023-24
		Introduction of new programs in Indian Languages		2024-25
		Quality research in the field of Indian languages		2023-24
		Quality programmes in translation and interpretation		2023-24
		Institution of scholarships and fellowship for promotion of Indian Languages		2023-24
		Scholarship and incentives to study art and culture		2023-24
Promotion of Art and Culture	Engagement of outstanding local artists, writers, craftsperson, and		2023-24	

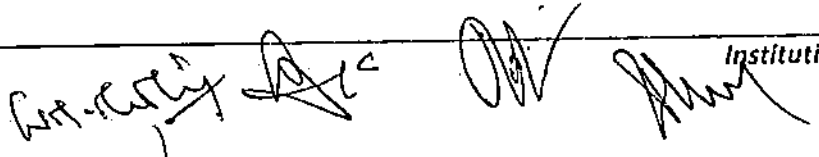
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		other experts in various subjects of local expertise	
		Institution of Scholarships and Fellowships for promotion of art and culture	2023-24
		Heritage village	2024-25
Institution of Indian Knowledge System		Centre for Maharshi Dayanand and Vedic Studies	2023-24
		Development of Academy by HTM, Department of Music, Department of Visual Arts and Department of History and Archaeology	2024-25
Technology Integration	Technological intervention in education	Focused technological interventions in educational planning, management, and administration	2023-24
		Capacity building of faculty members	2023-24
	Development of e-contents and digital infrastructure	Strengthening of digital infrastructure	2023-24
		Development and dissemination of high quality e-contents	2023-24
		Better Integration of technology-based education platforms	2023-24
	Development of disruptive technology	Embedding of disruptive technologies in teaching and skilling	2024-25
		Quality research in disruptive technology	2024-25
Engaged and Energized faculty	Initiatives to engage energized and motivated faculty	Direct engagement of international faculties and meritorious scholars	2023-24
		Appointment of faculty members against sanctioned/vacant posts	2023-24
	Optimal workload and student teacher's ratio	Engagement of Visiting Faculty, Adjunct Faculty, Floating Faculty etc.	2023-24
		Creation of new posts	2023-24
	Faculty engagement and empowerment	Fair, transparent and progressive academic culture	2023-24
		Engagement in Institutional leadership	2023-24
	Rewarding	Institution and execution of	2023-24

Institutional Development plan 24



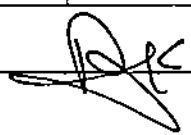
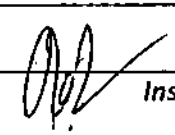
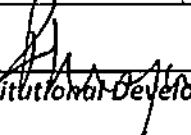
		other experts in various subjects of local expertise	
		Institution of Scholarships and Fellowships for promotion of art and culture	2023-24
		Heritage village	2024-25
Institution of Indian Knowledge System		Centre for Maharshi Dayanand and Vedic Studies	2023-24
		Development of Academy by IHTM, Department of Music, Department of Visual Arts and Department of History and Archaeology	2024-25
Technology Integration	Technological intervention in education	Focused technological interventions in educational planning, management, and administration	2023-24
		Capacity building of faculty members	2023-24
	Development of e-content and digital infrastructure	Strengthening of digital infrastructure	2023-24
		Development and dissemination of high-quality e-content	2023-24
		Better integration of technology-based education platforms	2023-24
	Development of disruptive technology	Embedding of disruptive technologies in teaching and skilling	2024-25
		Quality research in disruptive technology	2024-25
	Engaged and Energized faculty	Initiatives to engage energized and motivated faculty	Direct engagement of international faculties and meritorious scholars
Optimal workload and student teacher's ratio		Appointment of faculty members against sanctioned/vacant posts	2023-24
		Engagement of Visiting Faculty, Adjunct Faculty, Floating Faculty etc.	2023-24
		Creation of new posts	2023-24
Faculty engagement and empowerment		Fair, transparent and progressive academic culture	2023-24
		Engagement in Institutional leadership	2023-24
Rewarding	Institution and execution of	2023-24	


Institutional Development plan 24

	faculty excellence	innovative promotion and recognition policy	2029-30
		Fast-track promotion system for high-impact research and contribution	

B. Strategic Focus for Research Excellence

Theme	Actionable Points	Key Activities	Proposed Academic Session		
Catalyzing Quality Research	Revamping and strengthening the research ecosystem	Identification of thrust area of research in conjunction with the university's vision and mission	2023-24		
		Strengthening of infrastructure and developing long term research capacity	2023-24		
		Creating research centres aligning with the university's strategic goals	2023-24		
		Continuous capacity building of research scholars and faculty to undertake quality research and extension	2023-24		
		Engagement of international scholars, Scientist and Faculty	2023-24		
		Focus on multidisciplinary, interdisciplinary, and trans-disciplinary research	Promotion of interfaculty collaboration for multidisciplinary and interdisciplinary research	2023-24	
			Focus on research collaboration to promote research at national and global levels	2023-24	
			Knowledge generation and dissemination through research	Focused research on identified thrust areas	2023-24
				Promotion of research in niche areas in tune with SDGs for meaningful outcomes	2023-24
				Quality Publications in high-impact journals	2023-24
Research Management, Innovation and Extension	Research Funding	Creation of corpus for intramural funding	2023-24		
		Extramural funding from government and non-government agencies	2023-24		
		Promotion of industry sponsored research	2023-24		

 Institutional Development plan 25

		Institution of industry-sponsored research chairs	2023-24
		Focus on corporate training and consultancy projects by establishing Centre for Corporate Training and Consultancy	2023-24
	Research Innovation & Extension	Promotion of IPR generation and Technology transfer	2023-24
		Embedding of start-up and entrepreneurship culture	2023-24
		Establishment of research parks and living labs	2025-26

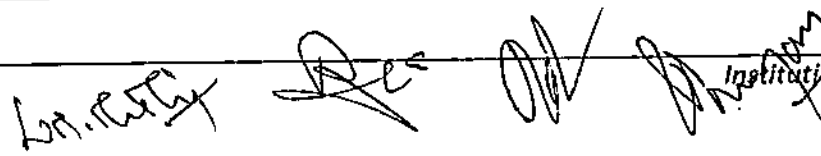
C. Strategic Focus for Outreach and Social Engagement

Theme	Actionable Points/Plan	Key Activities	Proposed Academic Session
Campus Sustainability	Policy Formulation	Development of University Social Responsibility Framework	2023-24
		Integration of principles and practices of sustainable development into all aspects of curriculum	2023-24
		Development of Sustainability Policy, Waste management Policy and Environment Management Policy	2023-24
		Capacity for sustainability living	2023-24
		Implementation of Green Volunteers Scheme	2023-24
		Annual Sustainability Summit	2023-24
		Establishment of Centre for Campus Sustainability	2023-24
	Public Engagement	Establishment of a strong community connect to foster social responsibility and sustainable development	2023-24
		Conduct of community engagement programs and projects in partnership with local community	2023-24
		Establishment of Centre for Social Responsibility and Engagement	2023-24
		MoUs with Municipal Corporation and other Panchayati Raj institutions	2023-24
		Conduct of capacity building programs for local government institutions and NGOs	2023-24

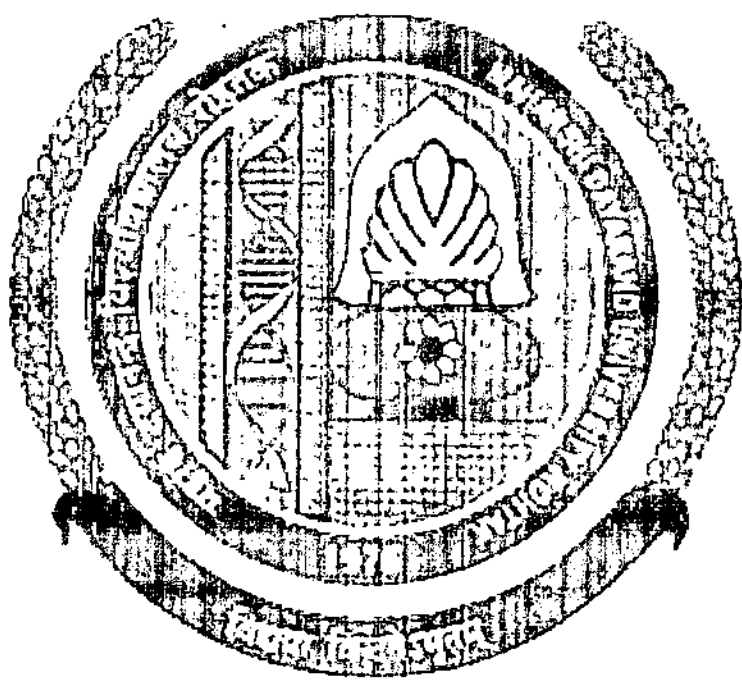
		Institution of industry-sponsored research chairs	2023-24
		Focus on corporate training and consultancy projects by establishing Centre for Corporate Training and Consultancy	2023-24
	Research Innovation & Extension	Promotion of IPR generation and Technology transfer	2023-24
		Embedding of start-up and entrepreneurship culture	2023-24
		Establishment of research parks and living labs	2025-26

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		Establishment of Centre for Social Responsibility and Engagement	2023-24
		MoUs with Municipal Corporation and other Panchayati Raj institutions	2023-24
		Conduct of capacity building programs for local government institutions and NGOs	2023-24


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	Community-based research	Conduct of community based research in partnership with local communities.	2023-24
		Projects for preservation of local knowledge culture, flora, fauna and artifacts	2023-24
		Promotion of social innovation and entrepreneurship	2023-24



Dr. Rishi [Signature] [Signature] [Signature] [Signature]

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Appendix - c/17

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE CHANCELLOR REGARDING ESTABLISHMENT OF RESEARCH AND DEVELOPMENT CELL AND ITS FUNCTION ETC. IN VIEW OF THE UGC GUIDELINES ISSUED VIDE LETTER DT. 20.05.2022 HELD ON 19.05.2023, 08.06.2023 & 19.06.2023 IN THE OFFICE OF ADVISOR TO VICE-CHANCELLOR.


Following members were present:

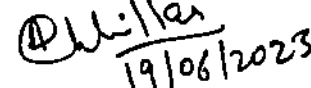
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|----|---|----------|
| 1. | Prof. Ajay K. Rajan | Convener |
| 2. | Prof. Narasimhan B, Director, IQAC | Member |
| 4. | Prof. Anil Chhillar, Director, Research | Member |
| 5. | Prof. Harish Dureja, Director, IPR | Member |

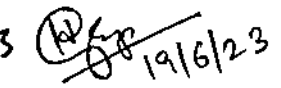
The committee deliberated over the UGC guidelines for Establishment of Research and Development Cell in Higher Education Institutions dated 14.03.2022 and framed the guidelines for Establishment of Maharshi Dayanand University Research and Development Cell and its function etc. (Annexure - A).

The meeting ended with a vote of thanks to the Chair.


(Ajay K. Rajan)


(Narasimhan B)


(Anil Chhillar)


(Harish Dureja)

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MAHARSHI DAYANAND UNIVERSITY, ROHTAK

MDU-Research and Development Cell

Research and innovation are the pillars of quality education. The National Education Policy 2020 highlighted a dynamic education setup encompassing of active teaching, extensive learning, research, innovation and technology development can answer the societal challenges to realise the dream of a self-reliant India. Maharshi Dayanand University, Rohtak, over the years has made a mark in teaching, research, and outreach through its quality academic programmes and research output. The university is committed to be a Research and Innovation driven University by transmission of knowledge and conduct of scholarly inquiry as the central functions of the University that is dedicated to research and innovation. To attain this goal, it is absolutely important to pursue cutting edge basic, targeted, and applied research in all domains/faculty of studies in a transparent, responsible and ethical manner for advancement of knowledge and development of novel processes, technologies and products.

Maharshi Dayanand University has taken up the initiative of establishing MDU-Research and Development Cell (MDU-RDC) as mandated by the UGC for the creation and transfer of knowledge and to put in place a robust mechanism for developing the research ecosystem in the campus. The MDU-RDC aims to facilitate and strengthen the research environment in the departments and to align it with the educational policies of India. The MDU-RDC would provide a favourable environment for productive research, Industrial and Institutional collaborations and mobilise the resources and grants. The MDU-RDC cell is established with the target of creation of a centralized Research Information Management System (RIMS) where all research-oriented information, databases, publications, research projects, fellowships, collaborations, patents, etc. can be collected and transferred to faculty and students. Further, MDU-RDC will undertake regular initiatives to ensure that researchers understand the importance of integrity and ethics and comply with ethical codes of research and publishing practices at Institutional, National, and Global levels. The Research and Development Cell provides a vision to be a globally acknowledge University as a centre of excellence.

Vision

To envision a robust research ecosystem for generating new knowledge leading to transformative innovations for the benefit of Society and to make the University Centre of Research Excellence.

Prof. Rishi
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Mission

- To build up a dynamic and multi-disciplinary research ecosystem in the University by promoting research of both fundamental and translational potential, with a goal to enrich the scientific community and benefit the society.
- To achieve excellence in research, innovation, start-ups and entrepreneurship ventures.

Objectives:

1. To create an organizational structure with role-based functions of RDC, formulate Research Policy for the HEIs, identify thrust areas of research, and form related cluster groups/ frontline teams/consortia of researchers.
2. To provide provisions in Research Policies for recruitment of research personnel, procurement of equipment, and financial management with adequate autonomy to the Principal Investigator(s) and disseminate research outcomes to stakeholders and the public at large.
3. To establish a special purpose vehicle to promote researchers and innovators, identify potential collaborators from industry, research organizations, academic institutions & other stakeholders for cooperation and synergistic partnerships.
4. To act as a liaison between researchers & research funding agencies, extend guidance in preparation & submission of project proposals and post-sanctioning of the grants to oversee adherence to timelines.
5. To have better coordination among other cells/centers dealing with university-industry inter linkage, incubation, innovation and entrepreneurship development and intellectual property rights.
6. To develop an institutional research information system for sharing the status of ongoing/ completed research projects/Programmes, expertise & resources, etc., making effective use of Information & Communication Technology (ICT) for preparing the database of in-house experts to provide industrial consultancy and services.
7. To utilize the services of Professor Emeritus/Honorary Professor/Visiting Professor in research capacity building of faculty member and research scholars and to promote mobility of researchers across institutions and R&D labs.
8. To serve as nodal centre for ideation and conceptualization of research topics/themes by organizing workshops and training programs and ensuring the integrity and ethical practices in research activities including clearance of bioethical committee wherever required.
9. To coordinate the functions of various RDC committees.

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Dr. Jyoti
19/6/23

Dr. Anil
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Dr. Anil
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10. To allocate the funds for in-house R & D projects of the faculty, research scholars and students as per research promotion policy of university.
11. To review and approve the annual research activity plan for all the departments.
12. To arrange brainstorming sessions by leading experts from industry, R & D organizations and institutions of repute.
13. To monitor the activities of RDC through its various committees for devising research models, technology, appraisal, foresight & review functions, mediating sectoral R&D progress, and IPR protection.
14. To create a Corpus for research and development from Government, Industry, and other Funding Agencies and Channelize Corporate Social Responsibility (CSR) funds for sustenance and furtherance of research activities.
15. To monitor and oversee research progress, coordinate program, manage and facilitate optimizing resources, timely review of research activities for completion of the projects as per schedule.
16. To ensure that all the research labs of the University comply with standardized safety norms.
17. To commit to quality benchmarks for research to meet the global standards.

ORGANIZATIONAL STRUCTURE OF MDU-RESEARCH AND DEVELOPMENT CELL (MDU-RDC)

MDU-RESEARCH AND DEVELOPMENT CELL

1	Dean (Research and Development) (A senior Professor Nominated by Vice Chancellor)
2	Two Associate Deans (One each from Science and Non Science discipline) (At the level of Professor/Associate Professor Nominated by the Vice Chancellor)
3	Ten R&D Coordinators (At the level of Associate/Assistant Professor from each Faculty Nominated by the Vice Chancellor)

Office of MDU - RDC
One Assistant Registrar/Superintendent
One Accounts Officer
Two Clerk cum JDEO
One Peon

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The MDU – Research and Development Cell is guided by the following:

1. MDU-Research Advisory Council (MDU-RAC)
2. RDC Committees
 - i. Finance and Infrastructure Committee
 - ii. Research Program and Policy Development Committee
 - iii. Committee for Collaboration and community engagement
 - iv. IPR Committee
 - v. Technology transfer committee

The organogram of MDU-RDC is outlined in Figure 1.

1. MDU-RESEARCH ADVISORY COUNCIL (MDU-RAC)

1	Vice-Chancellor	Chairman
2	Dean, Academic Affairs	Member
3	Two Deans of faculties nominated by Vice Chancellor (One each from Science and Non-Science Discipline)	Member
4	Two faculty members of the University (Nominated by Vice Chancellor)	Member
5	Director, ACIL	Member
6	Director, IQAC	Member
7	Director, CIIE	Member
8	Director, Professional Consultancy Cell	Member
9	Director, CIPRS	Member
10	Finance Officer	Member
11	Two outside experts from Research Institutions (Nominated by the Vice Chancellor)	Member
12	Two outside experts from HEIs (Nominated by the Vice Chancellor)	Member
13	Two experts from Industry (Nominated by the Vice Chancellor)	Member
14	Dean (Research and Development)	Member Secretary

Note : The term of nominated members will be of two years from the date of issue of notification.

Functions of Research Advisory Council:

- To review the performance of the MDU – RDC
- To review and approve the annual action plan prepared by MDU - RDC
- To suggest suitable measures for promotion of research

2. RDC COMMITTEES

In order to facilitate and strengthen the research ecosystem of the university, the following RDC committees are constituted. The composition and the functions of the various administrative committees is presented in Table 1.

- i. Finance and Infrastructure Committee
- ii. Research Program and Policy Development Committee

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- iii. IPR Committee
 - iv. Technology transfer committee
 - v. Committee for Collaboration and community engagement

Table 1. Composition and the functions of the various RDC committees to facilitate research ecosystem.

Administrative Committee	Members of the committee	Functions
Finance and Infrastructure Committee	<ul style="list-style-type: none"> • Registrar • Director, ACIL • Finance Officer • D.R. (P & S Branch) • Executive Engineer • Two Outside Experts nominated by the Vice Chancellor (Preferably from funding agencies) • One R & D Coordinator nominated by Dean (Research and Development) 	<ul style="list-style-type: none"> • Seed funding for freshly recruited faculty for developing research facilities, publications and patenting. • Creation of research infrastructure • Framing policies for smooth conduct of projects
Research Program and Policy Development Committee	<ul style="list-style-type: none"> • Director, IQAC • Director, Professional Consultancy Cell • University Librarian • Two Professors nominated by Vice Chancellor (One each from Science and Non-Science Discipline) • Two outside Experts nominated by the Vice Chancellor (Preferably from the Central Research Institutes) • One R & D Coordinator nominated by Dean (Research and Development) 	<ul style="list-style-type: none"> • Formulation of research promotion policy • Institution of Excellence Awards for accomplishments/achievements in the form of impactful quality research and/ or research-based teaching • Planning for Capacity Building Program for faculty and research
IPR Committee	<ul style="list-style-type: none"> • Director, Centre for IPR Studies • Deputy Director, IPR • HOD Law • A.R./D.R. Legal Cell • Two outside Experts nominated by the Vice Chancellor (One patent consultant and one legal expert) • One R & D Coordinator nominated by Dean (Research and Development) 	<ul style="list-style-type: none"> • Formulation of IPR policy • Promotion of IPR, and patent services • Capacity building program on IPR for faculty members

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Administrative Committee	Members of the committee	Functions
Technology Transfer Committee	<ul style="list-style-type: none">• Director (Professional Consultancy Cell)• Director, Centre for Innovation, Incubation and Entrepreneurship• Director, Centre for IPR Studies• Director, UIET• Two outside Experts nominated by the Vice Chancellor (Preferably who has successfully made technology transfer)• One R & D Coordinator nominated by Dean (Research and Development)	<ul style="list-style-type: none">• Act as a hub for strategic partnerships/ collaborations, industry-institute interface, sponsored or contract research, venture capital, trade/market portfolio, technology transfer, and commercialization of research to facilitate innovation, incubation, entrepreneurship and start-up ventures.
Committee for Collaboration and Community Engagement	<ul style="list-style-type: none">• Director, CCPC• Director, Centre for Innovation, Incubation and Entrepreneurship• Director (Outreach Programme)• Two outside Experts nominated by the Vice Chancellor• One R & D Coordinator nominated by Dean (Research and Development)	<ul style="list-style-type: none">• Formulate mechanisms aligned with the mandates of various National Missions, SDGs, Start-up India leading to a Self-Reliant India• Underpinning the societal needs• Act as a facilitator for networking and collaborative research with other national and international institutions working in interdisciplinary, trans-disciplinary, and multidisciplinary research areas

Note:

1. Dean (Research and Development) is the convenor of all committees.
2. Member Secretary will be nominated by the Dean (Research and Development) among the Associate Deans.
3. One R & D Coordinator be nominated as member of RDC Committees by the Dean (Research and Development)

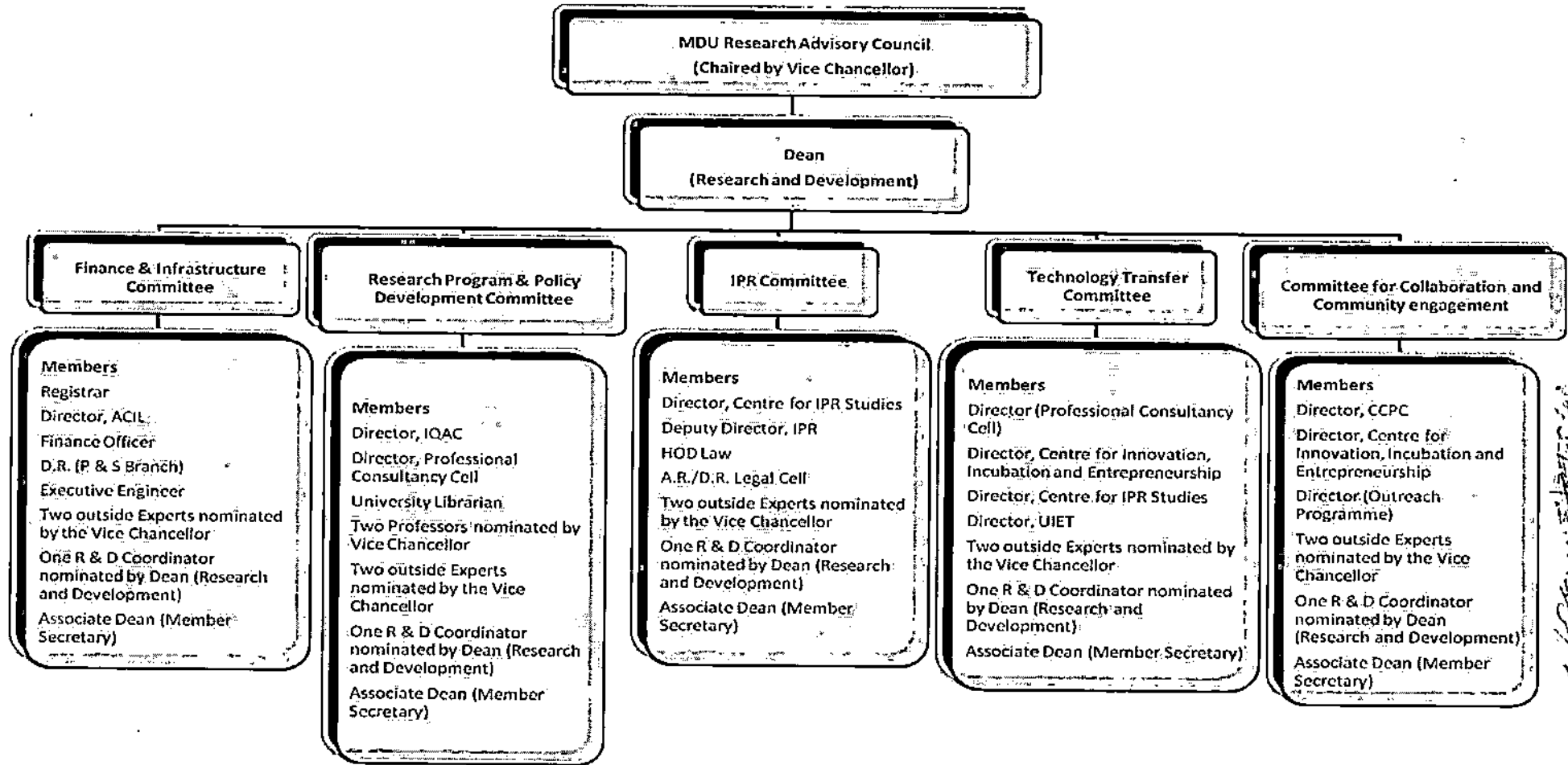
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Figure 1. MDU Research and Development Cell (MDU-RDC)



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Appendix - C/18

MAHARSHI DAYANAND UNIVERSITY ROHTAK

MINUTES OF THE MEETING OF FEE STRUCTURE COMMITTEE HELD ON 05.07.2023 AT 02:00 P.M. IN THE COMMITTEE ROOM ADJACENT TO OFFICE OF THE REGISTRAR, M. D. UNIVERSITY, ROHTAK TO CONSIDER THE PROPOSAL REGARDING B.A. B.Ed. /B.Com. B. Ed SUBMITTED BY THE DEPARTMENT OF EDUCATION:

MEMBERS PRESENT:-

- | | |
|---|----------|
| 1. Prof. Surendra Kumar, Dean Academic Affairs | Convener |
| 2. Prof. Gulshan Lal Taneja, Registrar | Member |
| 3. Dr. Baljeet Singh Sindhu, Controller of Examinations | Member |

The Fee Structure Committee considered the proposal regarding B.A.B.Ed. / B.Com.B.Ed. submitted by the Department of Education and after detailed deliberation, the Committee recommended the following Fee Structure for B.A. B.Ed. and B.Com. B.Ed. programs:

- i. Tuition Fee: Rs. 22,000/- per semester
- ii. Annual Charges

Admission Fee	Rs. 50/-
A. Fund	Rs. 240/-
Development Fee	Rs. 25,00/-
Security	Rs. 500/-
Curriculum Charges	Rs. 100/-
GIS	Rs. 50/-
Other Charges	Rs. 2374/-
Exam Fee	Rs. 700/- per semester
Total Fee	Rs. 6514/-

The Committee further recommends that 10% increase in Tuition Fee, Development Fee, Exam Fee and Registration Return Fee may be made every year w.e.f. the session 2024-25.


(SURENDRA KUMAR)
05/07/23


(GULSHAN LAL TANEJA)
05/07/23


(B.S. SINDHU)
05/07/23

MINUTES OF THE MEETING OF FEE STURCTURE COMMITTEE HELD ON 07.07.2023 AT 04:00 PM IN THE OFFICE OF THE DEAN ACADEMIC AFFAIRS, M. D. UNIVERSITY, ROHTAK TO CONSIDER THE MATTER REGARDING HOSTEL FEE STURCTURE FOR BOYS & GIRLS HOSTELS

The following Members were present: -

1. Prof. Surendra Kumar, Dean Academic Affairs, MD University, Rohtak.
2. Prof. Gulshan Lal Taneja, Registrar, MD University, Rohtak
3. Dr. Baljeet Singh Sindhu, Controller of Examination, MD University, Rohtak
4. Prof. Sapna Garg, Chief Warden (Girls), MD University, Rohtak
5. Prof. Satyawan Baroda, Chief Warden (Boys), MD University, Rohtak
6. Sh. Mukesh Bhatt, Finance Officer, MD University, Rohtak

The fee structure committee considered the following issues in details and resolved as under:-

A-HOSTEL CHARGES - GIRLS HOSTELS				
Sr. No.	Subject	Existing Fee (in Rs.)	Revised Fee Amount (in Rs.)	Remarks
1	Accommodation Charges	600	660	Rs. 55/- per Month
2	Water & Electricity Charges	3600	3960	Rs. 330/- per Month
3	Fan & Geyser Charges	480	540	Rs. 45/- per Month
4	Iron Charges	900	1020	Rs. 85/- per Month
5	Establishment Charges	1500	1650	For 12 Months (At the time of Admission)
6	Common Room Charges	250	280	For 12 Months (At the time of Admission)
7	Utensils & Furniture Charges	250	280	For 12 Months (At the time of Admission)
8	Medical Fee	120	140	For 12 Months (At the time of Admission)
9	Identity Card Charges	50	60	For 12 Months (At the time of Admission)
10	Hostel Security	250	280	Refundable within one year form the date of leaving the hostel. The Hostel Security will be deposited by all the residents including the students, Research Scholars and Working Women.
11	Mess Advance	4000	4400	Refundable within one year after leaving the hostel.
Total		12000	13270	

B-HOSTEL CHARGES - BOYS HOSTELS				
Sr. No.	Subject	Existing Fee (in Rs.)	Revised Fee Amount (in Rs.)	Remarks
1	Accommodation Charges	600	660	Rs. 55/- per Month
2	Water & Electricity Charges	3600	3960	Rs. 330/- per Month
3	Fan & Geyser Charges	480	540	Rs. 45/- per Month
4	Establishment Charges	1500	1650	For 12 Months (At the time of Admission)
5	Common Room Charges	250	280	For 12 Months (At the time of Admission)
6	Utensils & Furniture Charges	300	330	For 12 Months (At the time of Admission)
7	Medical Fee	20	30	For 12 Months (At the time of Admission)
8	Identity Card Charges	50	60	For 12 Months (At the time of Admission)
9	Caution Money / Hostel Security	2000	2200	Refundable within one year form the date of leaving the hostel. The Caution Money will be deposited by all the residents including the students, Research Scholars.
10	Mess Advance / Mess Security	5000	5500	Refundable within one year after leaving the hostel.
Total		13800	15210	

Further resolved that the Hostel Fee be increased 10% every year onwards and such increase be rounded off to the next multiple of 10.

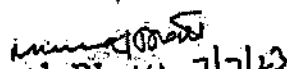

(Surendra Kumar)


(Gulshan Lal Taneja)


(Baljeet Singh Sindhu)


(Sapna Garg) 7/7/23


(Satyawan Baroda) 7/7/23


(Mukesh Bhatt) 7/7/23

Minutes of the meeting of the Committee constituted by the Vice-Chancellor held on 26th June, 2023 at 12:00 noon and 5th July, 2023 in the O/o the Dean Academic Affairs, M.D. University Rohtak to consider the request of Non-Teaching Employees' Association for amendment in the rules of Allotment of Residential Accommodation and also to revisit all the Clauses of the existing Residential Accommodation Rules and to recommend some additional Clauses.

Following were present:-

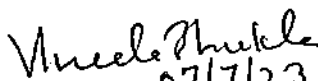
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|---|------------|
| 1. Prof. Surendra Kumar, Dean Academic Affairs | - Convener |
| 2. Prof. Vineeta Shukla, Dept. of Zoology | - Member |
| 3. Prof. Randeep Rana, Dept. of English & Foreign Languages | - Member |
| 4. President MDU Teachers' Association | - Member |
| 5. President MDU Non-Teaching Employees Association | - Member |
| 6. Prof. Gulshan Lal Taneja, Registrar | - Member |

The Committee considered the request of Non-Teaching Employees' Association for amendment in the rules of Allotment of Residential Accommodation and also revisited all the Clauses of the existing Residential Accommodation Rules and recommended some additional Clauses at Annexure-I (Bearing 1 to 16 pages). The Committee also observed that some of the houses are lying vacant as the requests from the employees are exhausted and hence proposed incorporation of new Clause 26 for making provision of allotment of such houses to the employees working on deputation with the University in order to avoid deterioration of such houses if remain vacant for long time.

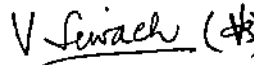
Meeting ended with a vote of thanks to the Chair.


(Surendra Kumar)
07/07/23


(Gulshan Lal Taneja)
07/07/23


(Vineeta Shukla)
07/07/23


(Randeep Rana)
07/07/23


(Vikas Siwach)


(Jaibag)

Chapter -50
ALLOTMENT OF RESIDENTIAL ACCOMMODATION

1.		These rules may be called "M. D. University Residential Accommodation Rules."																										
2	i)	These rules apply to allotment of residential accommodation of different types of houses constructed by the University from time to time for various categories of the staff.																										
	ii)	The House Allotment Committee will have the power to recommend the allotment of the house as per Seniority List to the Vice-Chancellor.																										
	iii)	Proposals/recommendations for allotment of residential accommodation shall not emanate from any other University Officer/Body.																										
	iv)	The constitution of House Allotment Committee shall be as under :- a) A Professor from U.T.D to be nominated by the Vice-Chancellor, Chairman. b) Registrar c) An Associate Professor from the U.T.D to be nominated by the Vice-Chancellor. d) President, M.D. University Non-Teaching Employees Association. e) President, M.D. University Teachers' Association. f) Asstt. Registrar/Deputy Registrar/Incharge (General Administration) will act as Secretary of the House Allotment Committee. i) The quorum of the meeting of the House Allotment Committee will be 2/3 of the total membership. ii) The term of the House Allotment Committee shall be one year w.e.f. January to December of a particular year.																										
3		No University employee shall claim the allotment of a residence as a matter of right.																										
4		The following classification shall be taken into account for allotment of residential accommodation:-																										
		<table border="1"><thead><tr><th>Sr. No.</th><th>Type of House</th><th>Basic Pay/ Designation</th></tr></thead><tbody><tr><td>1</td><td>Type I</td><td>16900-53500</td></tr><tr><td>2</td><td>Type IA</td><td>21700-92300</td></tr><tr><td>3</td><td>Type II</td><td>35400-112400</td></tr><tr><td>4</td><td>Type II A</td><td>49000-142400</td></tr><tr><td>5</td><td>Type III/Type III Duplex/Type III Flats</td><td>57700-182400 or A.R.</td></tr><tr><td>6</td><td>9J/UF</td><td>131400-217100 OR Associate Professor OR D.R. (OR equivalent)</td></tr><tr><td>7</td><td>Type IV</td><td>144200 and above or Professor or D.R.</td></tr><tr><td>8</td><td>CPAS-Flats</td><td>57700- 182400 or A.R. (or equivalent)</td></tr></tbody></table> <p>Note: 1. If employee is drawing salary as per 6th pay commission, he/she may be considered for allotment of house by placing him/her in the corresponding Basic pay as per 7th Pay Commission.</p>	Sr. No.	Type of House	Basic Pay/ Designation	1	Type I	16900-53500	2	Type IA	21700-92300	3	Type II	35400-112400	4	Type II A	49000-142400	5	Type III/Type III Duplex/Type III Flats	57700-182400 or A.R.	6	9J/UF	131400-217100 OR Associate Professor OR D.R. (OR equivalent)	7	Type IV	144200 and above or Professor or D.R.	8	CPAS-Flats
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	<p>2. Type I, IA, II, IIA will be allotted only to Non-teaching employees.</p> <p>3. Other houses are meant for teachers, however, every 10th house in each of these categories depending on the eligibility and seniority as mentioned in Clause 5(ii) and 23 may be allotted to Non-Teaching employees.</p>
a)	<p>To deal with special requirements, the Vice-Chancellor may declare any of the houses as earmarked house.</p> <p>Earmarked houses shall be allotted by the Vice-Chancellor using discretion to the employees getting salary in the same level for which the specific house was earmarked.</p>
b)	<p>If houses of different types in the common category i.e. Type-III/Type-IIIDuplexor9J/University Flats are to be allotted simultaneously, preference of eligible employees shall be taken into the account in order of Seniority as defined above.</p>
c)	<p>Any other residential accommodation which is not categorized in the Above types at present shall be categorized by the House Allotment Committee.</p>
d)	<p>Willingness for allotment of houses will be sought 15 days before the date of meeting of HAC from interested employees as per their entitlement by giving them 5 days time. No request will be entertained after this stipulated time. The office will prepare the category-wise seniority list of all such applicants by getting the same vetted from Establishment Branches. The Seniority list so vetted will be circulated to all such interested employees at least 5 days before the date of meeting of the HAC for inviting objection, if any, by giving them 2 days' time with a copy to all the Members of the HAC. The agenda of the meeting may be issued alongwith final seniority list by the General Administration Branch at least 3 days before the meeting.</p> <p>Preference for allotment of house on the ground floor may be considered on medical grounds supported by a certificate issued by the CMO only in respect of employee or his/her spouse and dependents. The genuineness of the dependents will be ensured by the HAC.</p> <p>Allottee may not be allowed for allotment in the same category, if he/she applies for the same before expiry of one year.</p>
e)	<p>In allocation of vacant houses, requests for shifting and fresh allotment shall be clubbed together and allotment shall be done on the basis of seniority. However, request for Ground floor accommodation supported by adequate medical ground/physically challenged and certificate issued by CMO recommending ground floor living/avoidance of stairs climbing may be given due consideration.</p> <p>Available house on ground floor may be allotted as per entitlement to the employees who are suffering from chronic diseases (i.e. heart diseases/bye pass surgery/knee problem/cancer and back bone, medical certificate issued by CMO) by the Vice-Chancellor, irrespective of their seniority. However, if there are more than one requests of the same category then seniority amongst themselves may be considered while making such allotment.</p>
f)	<p>If the houses of a particular category remained vacant after allotment to the employees entitled for this category by the HAC, the employees entitled for one category below may be considered for allotment of the houses in the next higher category of houses and same rule will be applicable in case of allotment of houses under DQ.</p>
g)	<p>Type-I houses may be allotted to the persons engaged through outsourcing policy part-II and from HKRN if no one from amongst regular employees and the employees and the employees on deputation entitled for Type-I houses is interested for the same.</p> <p>This facility will be provided only to the persons engaged for maintaining and running essential services. The Vice-Chancellor will decide such essential services.</p>

5	i)	The date of entry of an employee into the pay scale or designation as applicable shall be the basis of allotment for a house of that category. If the date of eligibility for a particular category of houses is the same in the case of more than one employee then the date of eligibility for lower category of houses will be the criterion for determining seniority. In case this date is also the same, the employee older in the age shall be considered senior.																														
	ii)	If a house in the category to which an employee is entitled is not available, he may be allotted a house in the lower category i.e. one step below the one to which he is eligible if employee had made a such request while applying. For this purpose, the date of entry in the lower pay scale or the date of entering the University service (whichever is later) shall determine his seniority viz-a-viz others entitled to that category. Provided this will not debar him subsequently from the allotment of a house to which he is entitled.																														
6	i) (a)	The rent for the accommodation provided by the University shall be charged as per rates prescribed by the University from time to time. From 1st July 2012, the following rates have been prescribed: 1.5% of (Basic Pay + GP/AGP) (for all categories of houses). As 1.5% of initial basic pay is less than the standard rent in case of all types of houses the same is approved fixed as monthly rent (HRC) in addition to HRA.																														
	b)	<p>Water charges, Lawn charges (only for ground floor) shall be charged from the employees on account of allotment of residential accommodation on the campus as given below:</p> <table border="1" data-bbox="375 996 1444 1881"> <thead> <tr> <th>Sr. No.</th> <th>Category of House</th> <th>Water Charges (per month)</th> <th>Lawn Charges (For one visit per month)</th> <th>Garbage Charges (per month)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Type IV/9J</td> <td>Rs. 400/-</td> <td>Rs. 250/-</td> <td rowspan="6">Rs. 90/-</td> </tr> <tr> <td>2</td> <td>UF/Type III/Type III Duplex/ Flats/ CPAS Flats</td> <td>Rs. 250/-</td> <td>Rs. 150/-*</td> </tr> <tr> <td>3</td> <td>Type II A</td> <td>Rs. 200/-</td> <td>Rs. 150/-</td> </tr> <tr> <td>4</td> <td>Type II</td> <td>Rs. 200/-</td> <td>NA</td> </tr> <tr> <td>5</td> <td>Type IA/I/ Horticulture Houses</td> <td>Rs. 100/-</td> <td>NA</td> </tr> <tr> <td>6</td> <td>Earmarked Houses</td> <td>Rs. 400/- (For 4 houses meant for Registrar and other senior officers) Rs. 250/- (For other earmarked houses)</td> <td>Rs. 250/- Rs. 150/-</td> </tr> </tbody> </table> <p>*Applicable only for houses with lawns.</p>	Sr. No.	Category of House	Water Charges (per month)	Lawn Charges (For one visit per month)	Garbage Charges (per month)	1	Type IV/9J	Rs. 400/-	Rs. 250/-	Rs. 90/-	2	UF/Type III/Type III Duplex/ Flats/ CPAS Flats	Rs. 250/-	Rs. 150/-*	3	Type II A	Rs. 200/-	Rs. 150/-	4	Type II	Rs. 200/-	NA	5	Type IA/I/ Horticulture Houses	Rs. 100/-	NA	6	Earmarked Houses	Rs. 400/- (For 4 houses meant for Registrar and other senior officers) Rs. 250/- (For other earmarked houses)	Rs. 250/- Rs. 150/-
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c)	Normal Monthly Rent would mean "HRA (fixed by Govt. of Haryana from time to time) on the Basic Pay + HRC" during the permissible period retention of a University house.
ii)	<p>The House Allotment Committee may allot accommodation on priority basis to employees falling in the category of essential services as defined below:</p> <ul style="list-style-type: none"> a) S.E. or XEN b) One member of the secretarial Staff of each of Vice-Chancellor, PVC, Registrar and COE. However, if one member of these officers has been allotted a house, no one else can be allotted until the former has vacated the house. c) Driver of the VC d) S.D.E (Electricity & Public Health) e) Pump Driver of University Water Works/Disposal. f) Head, Security Wing, g) Visually/Physically handicapped with a degree of 70% or more disability. The certificate in respect of disability will be issued by CMO. h) One Medical Officer <p>Note: a) The house to the above Officers /Officials shall be allotted in the category of houses to which they are entitled. An up to date list of allocation under this category, office-wise shall be maintained.</p> <p>b) The House to the persons mentioned at (d) & (f) above shall not be allotted if any other officer from the said Department/Office is already residing in the University Campus.</p>
iii)	<p>Person getting residential accommodation in terms of Clause-6(ii) shall hold accommodation only for such time as they continue to hold the office for which they were allotted accommodation and that as soon as they cease to hold that office, they would automatically be required to vacate the residential accommodation within one month failing which action will be taken against them as provided in the note to Clause-9 below. Such employees shall have to submit an affidavit (Annexure-'A') in this regard prior to moving into the house.</p>
iv)	<p>When a University employee having house in the Campus dies or retires from the University service, the spouse or son/daughter of the deceased/retired employee, who is already in the University service may be allowed to retain the accommodation occupied by the employee prior to his/her death/retirement by the HAC/Vice-Chancellor. However, the spouse/son/daughter of the deceased/retired employee shall have to vacate the accommodation, on allotment of accommodation to which he/she is entitled, which shall be done on priority basis. In the intermittent period, he shall pay all the charges, as per entitlement of House, initial of the Basic pay of that Category.</p> <p>However, in case such spouse/son/daughter entitled for the same category or one-step down category, he/she may be allowed to retain the house on usual charges applicable for that house.</p>
v)	<p>Besides the provision under Clause-6(ii), the Vice-Chancellor shall be competent to allot accommodation on priority basis to any regular employee of the University as per his/her entitlement. However, allotment under this category shall not exceed 10% of the total houses of a category for allotment. In addition to above, the Vice-Chancellor on the recommendation of the Selection Committee shall be competent to offer accommodation to an employee on priority basis. This shall, however, be done only at the time of appointment. Discretionary Quota: There is 10 % discretionary quota for the Vice-Chancellor. As and when a junior employee who had been allotted house under Discretionary Quota of Vice-Chancellor, gets allotment (of the</p>

		same category) as per seniority, then said employee will be deemed to be allotted a house as per seniority and hence will be considered out of the preview of the said Discretionary Quota.									
7		The allotment once made shall not ordinarily be disturbed except for any of the following reasons : a) The University Employee occupying University accommodation retires, resigns or his services are terminated. b) The University employee becomes entitled to a higher category of accommodation and when such accommodation is available, if he so desires.									
8		A residence shall be deemed to have been allotted to an employee from the date he accepts the offer. Such acceptance shall be in writing and shall not be later than 15 days of the date of offer conveyed to him/her. However, an allottee who has accepted the offer will be free to occupy the University accommodation within 15 days of offer made. If he does not occupy the premises allotted to him or declines the offer already accepted, within 15 days he will have to pay rent for one month of house allotted to him and his/her allotment shall stand cancelled. If acceptance of offer is not received by the Registrar within 15 days of the offer made, the allotment shall be deemed to have been refused and he shall not be eligible for allotment of a house on the Campus for one year. Further, if an employee refuses the allotment, he shall not be considered for allotment of any category of accommodation before the expiry of one year from the date his refusal is received/recorded by the Registrar.									
9	i)	An allotment made under these rules shall continue in force until :- a) The expiry of the concessional period permissible under Clause-9(ii) below after the employee ceases to be at the place of his duty. b) It is cancelled/withdrawn by the Vice-Chancellor /HAC under any other provision of these rules. c) It is surrendered by the allottee, or d) The allottee ceases to occupy the residence.									
	ii)	A residence allotted to an employee may be retained in the happening of any of the events specified in column 2 of the table given below for the period specified against it, provided that the residence is required for the bona fide use of the employee or member of his family:-									
		<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Events</th> <th>Permissible period for retention of the residence</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Resignation, dismissal, removal or unauthorized absence from duty.</td> <td>One Month</td> </tr> <tr> <td>2</td> <td>Retrenchment or retirement</td> <td>Three months. Such employee will pay the normal rent (excluding HRA) being paid by them before their retirement. Visually impaired employees can retain the accommodation for six months after Superannuation. Normal rent be charged from those employees who are engaged on full time basis after superannuation and till they remain engaged if they are already residing on the University Campus. This facility will be applicable to the Professor Emeritus also. Further, this facility, subject to the availability of the</td> </tr> </tbody> </table>	Sr. No.	Events	Permissible period for retention of the residence	1	Resignation, dismissal, removal or unauthorized absence from duty.	One Month	2	Retrenchment or retirement	Three months. Such employee will pay the normal rent (excluding HRA) being paid by them before their retirement. Visually impaired employees can retain the accommodation for six months after Superannuation. Normal rent be charged from those employees who are engaged on full time basis after superannuation and till they remain engaged if they are already residing on the University Campus. This facility will be applicable to the Professor Emeritus also. Further, this facility, subject to the availability of the
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		accommodation, will be applicable to Consultants/ Advisors and Adjunct faculty as well who are engaged on full time basis after superannuation from MDU. This facility will be initially for one year i.e. with effect from the date of their engagement and may be extended for subsequent years.
3	Death of the allottee	<p>The family of the deceased employee may be allowed to retain the allotted house on usual charges at the existing rate i.e. HRA last-drawn + HRC and other usual charges till the date up to which university gives/provides financial aid to the family of deceased employee. However, the Vice-Chancellor may allow retention of accommodation for further nine months beyond the permissible period on normal rent.</p> <p>The spouse or wards of the deceased University employee may also be allowed to continue using the same accommodation allotted to the employee during the service, upon getting employment under ex-gratia, provided that the spouse/son/daughter of the deceased employee shall have to vacate this accommodation, on allotment of another accommodation to which he/she is entitled, which shall be done on priority basis. It will also be incumbent upon his/her to apply for allotment of house as per his/her entitlement within one year after such retention. The University will allot a house to him/her on priority basis as per his/her entitlement. In the intermittent period, he shall pay all the charges, as per entitlement of House as per initial of the Basic pay of that Category.</p> <p>However, such employee (who got employment under ex-gratia) is entitled for the same category or one step down category, he/she may be allowed to retain the same house.</p>
4	Transfer to an outside place	Six Months
5	The employee who proceeds on fellowship, scholarship, study leave, EOL for Studies visiting assignments etc.	Period of leave granted by the University.
6	The employee who proceeds on EOL for job or new assignment in India Or aboard or on	Period of leave granted by the University.

	deputation.	
	<p>Note: If the accommodation is not vacated on the expiry of permissible period for retention of the residence under any of the clauses, eviction and rent recovery proceedings as per law under "Haryana Premises & Land Eviction and Rent Recovery Act – 1972" shall be initiated by filing a case in the Court of Law and the person concerned shall be required to pay penal rent as under :</p> <p>i) Up to one month: normal rent + 10% of the Basic pay last drawn. ii) For 2nd & 3rd month: normal rent+20% of the Basic pay last drawn. iii) For 4th to 6th month: normal rent + 30 % of the Basic pay last drawn.</p> <p>After the retirement, an employee shall have to vacate the premises after nine months (i.e. 3 months permissible period and 6 months penal rent period mentioned above). The Vice-Chancellor may allow retention of residential accommodation beyond the permissible period on normal rent and waive off the condition of the penal rent in deserving cases on merits, where he considers it so necessary on request of the allottee. In any case, no one will be allowed to retain the house nine months after the date of retirement.</p>	
10	Every person to whom accommodation has been allotted shall maintain the allotted premises in clean and sanitary conditions to the satisfaction of the University/Municipal and Health authorities.	
11	The allottee shall be responsible for any damage beyond reasonable wear and tear of all fittings and fixture provided in the allotted premises, during the period for which the residence has been and remains allotted to him.	
12	<p>The allottee shall not:-</p> <p>a) Sub let or part with the possession of the whole or part of the allotted premises under any circumstances. b) Construct temporary or unauthorized structures in any part of the allotted premises or make alternations in the building; c) Use the allotted premises or part there off or purposes other than for which they were meant; d) Make unauthorized extensions from the electric or water connections or temper with them.</p> <p>In the event of an allottee violating any of the above conditions, the University would be competent to withdraw the allotment or take any other necessary action against the allottee as provided in the notetoclause-9 above.</p>	
13	The allottee shall not use the premises allotted to him in a manner so as to be a source of annoyance or nuisance to the neighbourhood.	
14	Every allottee shall permit any officer of the University so authorized or an employee of the University Engineering cell to enter the allotted premises for inspection, etc. between sunrise and sunset.	
15	<p>If any person to whom a residence has been allotted, commits breach of any of these rules or uses or permits the residence or premises, to be used for any purpose, which the Vice-Chancellor considers to be improper, the Vice-Chancellor may:-</p> <p>a) require him to vacate the premises; and b) declare him ineligible for University accommodation for a period as may be specified in each case.</p>	
16	An allottee shall on occupation or vacation of the residence, sign an inventory of fittings and/ or furniture in the residence. Such an inventory shall be prepared and countersigned by the Registrar or an Officer of the University authorized by the Registrar to do so.	
17	The House Allotment Committee shall be the final authority for interpretation of these rules and authority to decide an appeal against the recommendations of the House Allotment Committee	

		shall rest with the Executive Council.																
18		Electricity Charges "Whenever HSEB/ University meters are provided, the allottee must pay to the HSEB/University its dues regularly and in time. In case of default, if electric connection to a house is disconnected, it shall be the responsibility of the allottee to get it reconnected by payment of requisite charges.																
19		The University office shall deduct all charges from the salary bills of the allottees at the rates that may be prescribed by the competent Authority from time to time.																
20		In case any allottee fails to pay the electricity charges / water charges to the UHVPN/Public Health Department, the University shall have the power to deduct the same from his salary or other dues.																
21		No separate garage will be provided to the allottee of ground floor, if there is already a provision of parking a car in that house.																
22		After vacation of a house by an occupant the same be immediately handed over to the engineering cell (within 7 days) to make the same worth living carrying necessary repairs and white wash etc. (within 15 days). The XEN will issue a certificate of perfectly livable condition of the house to General Administration Office and that will instantly be allotted to the allottee as per HAC recommendations.																
23		In case of non-teaching officer/official is applicant for allotment of house competing with teaching faculty members in the entitled category, every 10 th house may be kept reserved for allotment by House Allotment Committee to such officers/officials on the basis of seniority within Non-teaching applicants.																
24		It has been noticed that various requests are received from the employees for temporary use of various category of vacant houses for solemnization of marriage or other family function. Such request may be acceded to on first come first serve basis on the following rates per day in addition to electricity charges (as per meter reading), for use of various category of houses:- <table border="1" data-bbox="507 1211 1326 1491" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Category of house</th> <th>Rent per day (In Rupees)</th> </tr> </thead> <tbody> <tr> <td>Type-I</td> <td>Rs.400/-</td> </tr> <tr> <td>Type-IA</td> <td>Rs.600/-</td> </tr> <tr> <td>Type-II</td> <td>Rs.1000/-</td> </tr> <tr> <td>Type-IIA</td> <td>Rs.1000/-</td> </tr> <tr> <td>Type-III</td> <td>Rs.1200/-</td> </tr> <tr> <td>Type-9J/FLATS</td> <td>Rs.1500/-</td> </tr> <tr> <td>Type-IV</td> <td>Rs.1800/-</td> </tr> </tbody> </table>	Category of house	Rent per day (In Rupees)	Type-I	Rs.400/-	Type-IA	Rs.600/-	Type-II	Rs.1000/-	Type-IIA	Rs.1000/-	Type-III	Rs.1200/-	Type-9J/FLATS	Rs.1500/-	Type-IV	Rs.1800/-
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25		A person holding the statutory post on regular basis may be considered for allotment of a house one step up beyond his/her Entitlement.																
26		If all the requests received from the interested University employees for allotment of residential accommodation are exhausted and some houses remain still vacant, then such vacant houses may be allotted on the basis of basic pay/designation to the employees working with the University on deputation for a period he/she remains on deputation. As and when such allotted houses are required by the employees of the University, the employee working on deputation with the University will have to vacate the same in one month's notice time. In genuine cases, requests of employees on deputation for allotment of house may be considered under Discretionary Quota of the Vice-Chancellor.																

MAHARSHI DAYANAND UNIVERSITY ROHTAK

MINUTES OF THE MEETING OF FEE STRUCTURE COMMITTEE HELD ON 15.07.2023 AT 03:00 P.M. IN THE COMMITTEE ROOM ADJACENT TO OFFICE OF THE REGISTRAR, M. D. UNIVERSITY, ROHTAK TO CONSIDER THE FEE STRUCTURE OF M.SC. MATHEMATICS (SFS) PROGRAM:

MEMBERS PRESENT:-

- | | |
|---|----------|
| 1. Prof. Surendra Kumar, Dean Academic Affairs | Convener |
| 2. Prof. Gulshan Lal Taneja, Registrar | Member |
| 3. Prof. Randeep Rana, Dean Students Welfare | Member |
| 4. Dr. Baljeet Singh Sindhu, Controller of Examinations | Member |
| 5. Sh. Mukesh Bhatt., Finance Officer | Member |

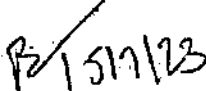
1. The Committee considered the request received from M.Sc. Mathematics (SFS) final year students. The Committee observed that while considering the request of the Department of Mathematics on 27.04.2023, the Fee of M.Sc. Mathematics (SFS) was not increased 10% for fresh students whereas it was decreased to the amount which was being charged from M.Sc. (Mathematics with Computer Science).

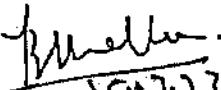
In view of the above, the fee from M.Sc. Mathematics (SFS) final year students may be charged without any increase in the Tuition Fee and Development fee i.e. the same Tuition Fee & Development Fee be charged from them which was charged from them in the first year. So, the total fee from such students may be charged as Rs. 66222/- while considering their admission to M.Sc. 2nd year.

2. The Committee considered the request dated 19.06.2023 from Somany Institute of Technology & Management regarding fixation of Fee Structure for BBA and BCA. The Committee recommended that Somany Institute of Technology & Management may be asked to provide the year-wise Fee details already being charged by them for these courses since the introduction of these courses in their Institute, so that further necessary action may be taken.


(SURENDRA KUMAR)


(GULSHAN LAL TANEJA)


(Randeep Rana)


(B.S. SINDHU)


(Mukesh Bhatt)

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MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

Appendix - C/21

Annexure A/18

MINUTES OF THE MEETING OF THE FEE STRUCTURE COMMITTEE COMPRISING THE FOLLOWING HELD ON 19.07.2023 AT 11.00 AM IN THE COMMITTEE ROOM, ADJACENT TO THE REGISTRAR'S OFFICE, M.D.UNIVERSITY, ROHTAK TO CONSIDER THE VARIOUS ISSUES RELATING TO FEES/FUNDS IN THE UTDS/COLLEGES/INSTITUTES.

Following were present:

1. Dean Academic Affairs - Convener
2. Registrar
3. Dean, Students' Welfare
4. Controller of Examinations
5. Finance Officer

The Committee was briefed that the Executive Council vide its Resolution No. 58 in its meeting held on 29.09.2022 (Annexure I) has resolved to approve the Resolution No. 2 of the Fee Structure Committee dated 25.07.2022 with regard to fees/funds being charged by the University from its affiliated Colleges/Institutes. Accordingly, the same is incorporated in the Admission Brochure 2022-23 (Annexure II). While preparing the Prospectus for admission to B.Ed./M.Ed. Programs, it has been observed that the grouping all the Programs into four groups needs to be rearranged in view of the fees/funds being received in the University from the affiliated Colleges/Institutes in the previous years.

In view of this, the Committee deliberated at length and make its recommendations as under:-

1. THE COMMITTEE RESOLVED THAT THE GROUPING MADE BY THE UNIVERSITY WITH REGARD TO CHARGING OF FEES/FUNDS FROM THE AFFILIATED COLLEGES BE MADE AS UNDER, W.E.F. THE SESSION 2023-24:-

EXISTING GROUP	PROPOSED GROUP	FEES/FUNDS
Group C		
1) B.Lib., B.Voc (All Course), B.Ed., B.A. B.Ed, B.Sc. B.Ed./ Diploma/Certificate courses and any other similar courses started from time to time.	1) B.Lib., B.Voc (All Course); B.A. B.Ed, B.Sc. B.Ed. Diploma/ Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 60/- (40/- to be remitted to the University) 2) Development Fee = 170/- (110/- to be remitted to the University) 3) R.K. Fund = 70/- (65% to be remitted to the University)

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2) M.P.Ed./B.P.Ed./ Diploma/Certificate courses and any other similar courses started from time to time.	NO CHANGE	NO CHANGE
3) C.P.Ed./D.P.Ed./Diploma/Certifi- cate courses and any other similar courses started from time to time.	NO CHANGE	NO CHANGE
4) BTTM, BHMCT, LL.B.,BBA. LL.B., B.A LL.B./Diploma/Certificate courses and any other similar courses started from time to time.	NO CHANGE	NO CHANGE
5) BCA/Diploma/Certificate courses and any other similar courses started from time to time.	NO CHANGE	NO CHANGE
6) BBA/Diploma/Certificate courses and any other similar courses started from time to time.	NO CHANGE	NO CHANGE
Group D		
1) M.Ed./MBA/MHMCT/MTTM/ B.Pharmacy/M.Pharmacy/Engg. & Tech. Courses (UG & PG)/M.Phil/Ph.d except MCA/Diploma/Certificate courses and any other similar courses started from time to time. 2) MCA/Diploma/Certificate courses and any other similar courses started from time to time.	1) LL.M./ MBA/ MHMCT/ MTTM/ B.Pharmacy/ M.Pharmacy/Engg. & Tech. Courses (UG & PG)/M.Phil/Ph.d except MCA/ Diploma/Certificate courses and any other similar courses started from time to time. 2) NO CHANGE	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) except MCA 2) Development Fee = 1100/- except MCA 3) R.K. Fund = 70/- (65% to be remitted to the University) NO CHANGE.
Group E		
	1) B.Ed. / B.Ed. (Special Education) 2) M.Ed./M.Ed. (Special Education)	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 2750/- 3) R.K. Fund = 70/- 1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 2750/- 5) R.K. Fund = 70/-

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- Registration fee and Continuation Registration fee shall be Rs. 1500/- and Rs. 700/- respectively for the Programs in Group E i.e. same fee as applicable for Group D.
- Examination fee for B.Ed. / B.Ed. (Special Education) shall be same as applicable for Programs in Group C i.e. Rs. 700/-.
- Examination fee for M.Ed. /M.Ed. (Special Education) shall be same as applicable for Programs in Group D i.e. Rs. 1500/-.
- Youth Red Cross Fee for Group E shall be same as applicable to all the Programs i.e. Rs. 80/- (Rs. 40/- to be remitted to the University)


2. Under 'Any other item', the Committee considered the requests received from various students for not increasing 10% fee, fees.

RESOLVED THAT AS THE FEE HAS BEEN APPROVED BY THE EXECUTIVE COUNCIL AND HENCE, THE REQUESTS OF THE CANDIDATES MAY NOT BE ACCEDDED TO.


(Surendra Kumar)


(Gulshan Lal Taneja) 19/07/23


(Randeep Rana)


(B.S. Sindhu)


(Mukesh Bhatt) 19/7/23

F.c 29/9/2022

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approximate cost of the Staff Car comes to Rs. 15.00 lacs including vehicle cost, registration, Insurance and accessories etc. (Annexure A/100 page 357, already circulated).

There is a provision of Rs. 30.00 lacs in the budget head of the Transport Office "Purchase of Vehicles NR", however, after imposing 20% cut it remained to Rs. 24.00 lacs in the concerned budget head.

The matter was placed before the Vice-Chancellor, who has ordered to refer the same to the Executive Council.

The Executive Council considered the proposal to purchase one Staff Car (Maruti Ciaz) to be used by senior functionaries/VIP Guests who visit this University from time to time out of budget head of the Transport Office "Purchase of Vehicles NR", and

RESOLVED THAT THE PROPOSAL AS ABOVE BE APPROVED.

[ACTION BY T.O.]

59: Consideration of the recommendations of Fee Structure Committee for Various Programs of the UTDs, MDU-CPAS and Affiliated Colleges/Institutes.

A meeting of Fee Structure Committee was held on 25.07.2022 under the Chairmanship of Dean, Academic Affairs Consideration of the matter of Fee Structure for various Programs running in the UTDs, MDU-CPAS, Gurugram and MDU affiliated Colleges/Institutes from the session 2022-23 onwards and made the recommendations as per Annexure A/101 pages 358-360, already circulated.

Since the Fee Structure was to be included in the Admission Brochure for 2022-23 and was to be uploaded on the University Website, therefore the Vice-Chancellor has approved the recommendations of Fee Structure Committee, in anticipation of approval of the Executive Council and also ordered to refer the same to the Executive Council.

The Executive Council considered the action taken by the Vice-Chancellor, and

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR IN APPROVING THE RECOMMENDATIONS OF FEE STRUCTURE COMMITTEE AS ABOVE BE APPROVED.

[ACTION BY OSD (ACAD.)]

Chair

M.D.U. ROHTAK

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Annexure - A/10th

MINUTES OF THE MEETING OF THE FEE STRUCTURE COMMITTEE HELD ON 25.07.2022 AT 11.00 AM IN THE COMMITTEE ROOM, ADJACENT TO THE REGISTRAR OFFICE, M.D. UNIVERSITY, ROHTAK.

Following were present:

- 1. Prof. Nav Rattan Sharma, Dean Academic Affairs -Convener
- 2. Prof. Gulshan Taneja, Registrar
- 3. Dr. B.S. Sindhu, Controller of Examinations
- 4. Sh. Mukesh Bhatt, Finance Officer
- 5. Prof. Radhey Shyaam, Director, Centre for Disability Studies -Special Invitee

The Committee considered the following items and resolved as under:-

- 1. Considered the recommendations of the Director, Centre for Disability Studies for prescribing fee for Diploma in Teaching Indian Sign Language and Diploma in Indian Sign Language Interpretation (four semesters).

RESOLVED THAT THE FEE FOR DIPLOMA IN TEACHING INDIAN SIGN LANGUAGE AND DIPLOMA IN INDIAN SIGN LANGUAGE INTERPRETATION BE PRESCRIBED AS RS. 10000/- PER SEMESTER (EXCLUDING EXAM FEE) W.E.F. THE SESSION 2022-23 ONWARDS.
 FURTHER RESOLVED THAT THE SAME BE REFERRED TO THE EXECUTIVE COUNCIL FOR CONSIDERATION.

- 2. Considered the recommendations of the Committee made vide its Resolution No. 2 in its meeting held on 14.02.2022 and 26.05.2022 as under:-

Existing Fee Structure of Affiliated Colleges/Institutes:

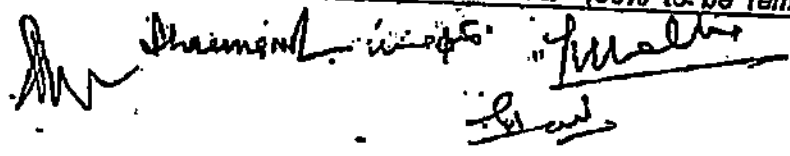
- (i) Development fee:
 - a) Arts/Science/Commerce Rs.150/- (Rs.100/- to be remitted to the Univ.)
 - b) BBA: Rs.1200/-
 - c) BCA/M.Sc.(Computer Sc.): Rs.1800/-
 - d) M.P.Ed./B.P.Ed.: Rs.2500/-
 - e) C.P.Ed.: Rs.1250/-
 - f) Professional courses: Rs.1000/-
- (ii) Youth Welfare Fee:
 - Non-professional courses: Rs.60/- (Rs.40/- to be remitted to Uni.)
 - Professional courses: Rs.150/- (Rs.100/- to be remitted to Uni.)
 - M.C.A. course Rs.500/- (Rs.250/- to be remitted to Uni.)

PROPOSED BIFURGATION of DEVELOPMENT FEE, YOUTH WELFARE FEE AND R.K FUND (existing fee structure) of AFFILIATED COLLEGES/INSTITUTES W.E.F. THE SESSION 2022-23 ONWARDS:

Group A	EXISTING FEE/FUND (Restructured)
TDC (Pass and Honours), Diploma/Certificate courses	1) Youth Welfare Fee = 60/- (40/- to be remitted to the University)

[Handwritten signatures and initials]

<p>and any other similar courses as may be started from time to time AND OTMIL Courses Group B</p>	<p>2) Development Fee = 150/- (100/- to be remitted to the University) 3) R.K Fund = 70/- (50% to be remitted to the university)</p>
<p>1) PG - including 5/6 year Integrated Courses (M.A./M.Sc./M.Com./M.Lib./I.Sc.) /M.Phil/ Ph.d. except M.Sc Computer Science/Diploma/Certificate courses and any other similar courses started from time to time 2) M.Sc Computer Science/M.Phil/Ph.d/ Diploma/Certificate courses and any other similar courses started from time to time.</p>	<p>1) Youth Welfare Fee = 60/- (40/- to be remitted to the University) except M.Sc Computer Science 2) Development Fee = 150/- (100/- to be remitted to the University) except M.Sc Computer Science 3) R.K Fund = 70/- (50% to be remitted to the university) 1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) except M.Sc Computer Science 2) Development Fee = 1800/- 3) R.K Fund = 70/- (65% to be remitted to the university)</p>
<p>Group C</p>	
<p>1) B.Lib., B.Voc (All Course), B.Ed., B.A. B.Ed, B.Sc. B.Ed./ Diploma/Certificate courses and any other similar courses started from time to time. 2) M.P.Ed./B.P.Ed./ Diploma/Certificate courses and any other similar courses started from time to time 3) C.P.Ed./D.P.Ed./Diploma /Certificate courses and any other similar courses started from time to time. 4) BTM, BHMOT, LLB.,BBA, LLB., B.A LLB./Diploma/Certificate courses and any other.</p>	<p>1) Youth Welfare Fee = 60/- (40/- to be remitted to the University) 2) Development Fee = 150/- (100/- to be remitted to the University) 3) R.K Fund = 70/- (65% to be remitted to the university) 1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 2500/- 3) R.K Fund = 70/- (65% to be remitted to the university) 1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1250/- 3) R.K Fund = 70/- (65% to be remitted to the university) 1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1000/- 3) R.K Fund = 70/- (65% to be remitted to the university)</p>



similar courses started from time to time.	university)
5) BCA/Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1800/- 3) R.K Fund = 70/- (65% to be remitted to the university)
6) BBA/Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1200/- 3) R.K Fund = 70/- (65% to be remitted to the university)
Group D	
1) M.Ed./MBA/MMHCT/MT TM/ B.Pharmacy/ M.Pharmacy/Engg. & Tech. Courses (UG & PG)/M.Phil/Ph.d except MCA/Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) except MCA 2) Development Fee = 1000/- except MCA 3) R.K Fund = 70/- (65% to be remitted to the university)
2) MCA/Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 500/- (250/- to be remitted to the University) 2) Development Fee = 1000/- 3) R.K Fund = 70/- (65% to be remitted to the university)

RESOLVED THAT THE RECOMMENDATIONS OF THE COMMITTEE FOR RESTRUCTURING/GROUPING OF THE EXISTING FEE/FUNDS BE ACCEPTED AND THE SAME BE REFERRED TO THE EXECUTIVE COUNCIL FOR CONSIDERATION.

3. Considered the recommendations of the HoD (Computer Science) that the Fee Structure of M.Sc. (Computer Science (Data Science & Machine Learning) Program be prescribed as the same as prescribed for M.Sc. (Computer Science) i.e. Rs. 41,798/- per annum w.e.f. the session 2022-23.

RESOLVED THAT THE PROPOSAL AS ABOVE BE APPROVED AND THE SAME BE REFERRED TO THE EXECUTIVE COUNCIL FOR CONSIDERATION.


(Nov Rattan Sharma)


(Gulshan Taneja)


(B.S. Sindhu)


(Mukesh Bhatt)


(Radheyshyam)

CHAPTER-VI

MIGRATION, ENROLMENT AND FEE DETAILS

- D) The Principals of affiliated/maintained colleges/institutes will complete the process of online submission of Registration Return-cum-Examination Form and Continuation Return (particulars in the RR/CR should be as per documents of the students) within 10 days from the last date of normal admission/counseling of a Programs and a 'Hard Copy' of the same will be submitted alongwith all types of required certificates/documents (photocopies duly attested) exhibiting their eligibility and migration certificate in the R & S Branch, M.D.University, Rohtak within 7 days after completing all formalities i.e. depositing of required fee mentioned in the Fund Transfer Report (FTR) relating to different type of fees applicable for a session latest by 12th September or any other date notified by the University from time to time.

If a College/Institute fails to submit any document/certificate alongwith the hard copy of the RR, the late fee as under will be charged as per prescribed schedule:-

- (a) For 1-30 days late after the expiry of normal due date: Rs. 500/- per student
(b) For 31-45 days late after the expiry of normal due date: Rs. 1000/- per student
(c) For 46-60 days late after the expiry of normal due date: Rs. 2000/- per student
(d) For one week before commencement of examination Rs. 3000/- with the permission of Vice-Chancellor.

After that no request will be considered in any circumstances

Provided that in case a candidate is not able to submit the migration certificate while sending registration return, the migration of such candidates may be forwarded in original to the Registration & Scholarship Branch as per the schedule given below alongwith late fees mentioned against each:-

All UG/PG Programs (except B.Ed & M.Ed Regular Programs)

- Upto 30th November - With late fees of Rs.500/-
Upto 31st January - With late fees of Rs.1000/-
Upto 31st March - With late fees of Rs.2000/-

B.Ed & M.Ed. (Regular Programs)

- Upto 31st March - With late fees of Rs.500/-
Upto 30th April - With late fees of Rs.1000/-
Upto 31st May - With late fees of Rs.2000/-

- i) Migration Certificate received after the above mentioned schedule will not be accepted in any case and the candidature of the student concerned will stand automatically cancelled.
ii) In case of late admission, the registration return-cum-examination form and continuation return will be accepted within 15 days from the date of admission/counseling.
In case a College/Institute fails to submit the Registration Return-cum-Examination Form and Continuation Return within prescribed time limit (without late fees), the same will be accepted with late fee @2/- per day per student in respect of each kind of fee including examination fee (total @ Rs. 20/- per day per student) for first 7 days and after this @85/- per student per day i.e. (Rs. 5*9 = 45 + Rs. 20 examination fee) shall be charged in respect of each kind of fee separately as already provided in Ordinance before one month

of the commencement of examination of a Program.

Thereafter, the Registration Return-cum-Examination Form with late fee as referred above will be accepted before ten days of the commencement of examination with the approval of the Vice-Chancellor.

In case of students who are already registered with the University, the registration number shall be indicated in Registration Return, but such a student shall pay the prescribed continuation fee.

- iv) The application for Inter College/University Migration will be accepted upto 30th September. The application received after this date will not be considered for migration in any case. The R&S Branch will complete all formalities for Inter College and Inter University Migration and branch changes latest by 30th October, 2023.

IN TERMS OF THE RESOLUTION NO. 59 OF THE EXECUTIVE COUNCIL'S MEETING HELD ON 29.09.2022 AND THE RESOLUTION NUMBER 7 OF MINUTES OF THE FEES STRUCTURE COMMITTEE MEETING HELD ON 27.04.2023 DULY APPROVED BY THE VICE-CHANCELLOR IN ANTICIPATION OF APPROVAL OF THE EXECUTIVE COUNCIL, THE DETAILS OF FEES/FUNDS FOR AFFILIATED COLLEGES/INSTITUTES IS AS UNDER:-

Development Fee, Youth Welfare Fee and R.K fund:

Group A	FEE/FUND
TDC (Pass and Honours), Diploma/Certificate courses and any other similar courses as may be started from time to time AND OTMIL Courses	1) Youth Welfare Fee = 60/- (40/- to be remitted to the University) 2) Development Fee = 170/- (110/- to be remitted to the University). 3) R.K Fund = 70/- (50% to be remitted to the university)
Group-B	Fee/Fund
1) PG including 5/6 year Integrated Courses (M.A./M.Sc./M.Com./ M.Lib.I.Sc.) /M.Phil/ Ph.d. (except M.Sc. Computer Science)/Diploma/ Certificate courses and any other similar courses started from time to time	1) Youth Welfare Fee = 60/- (40/- to be remitted to the University) except M.Sc. Computer Science 2) Development Fee = 170/- (110/- to be remitted to the University) except M.Sc. Computer Science 3) R.K Fund = 70/- (50% to be remitted to the university)
2) M.Sc Computer Science/ M.Phil/ Ph.d/ Diploma/ Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1980/- 3) R.K Fund =70/- (65% to be remitted to the university)

Group-C	Fee/Fund
1) B.Lib., B.Voc (All Course), B.Ed., B.A. B.Ed., B.Sc. B.Ed./Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 60/- (40/- to be remitted to the University) 2) Development Fee = 170/- (110/- to be remitted to the University) 3) R.K Fund =70/- (65% to be remitted to the university)
2) M.P.Ed./B.P.Ed./Diploma/Certificate courses and any other similar courses started from time to time	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 2750/- 3) R.K Fund =70/- (65% to be remitted to the university)
3) C.P.Ed./D.P.Ed./Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1380/- 3) R.K Fund =70/- (65% to be remitted to the university)
4) BTM, BHMCT, LL.B.,BBA. LL.B., B:A LL.B./Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1100/- 3) R.K Fund =70/- (65% to be remitted to the university)
5) BCA/Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1980/- 3) R.K Fund =70/- (65% to be remitted to the university)
6) BBA/Diploma/Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1320/- 3) R.K Fund =70/- (65% to be remitted to the university)
Group-D	Fee/Fund
1) M.Ed./MBA/MHMCT/MT TM/ B.Pharmacy/ M.Pharmacy/Engg. & Tech. Courses (UG &	1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) except MCA 2) Development Fee = 1100/- except MCA 3) R.K Fund =70/- (65% to be remitted to the

<p>PG)/M.Phil/Ph.d except MCA/Diploma/Certificate courses and any other similar courses started from time to time.</p>	<p>university).</p>
<p>2) MCA/Diploma/Certificate courses and any other similar courses started from time to time.</p>	<p>1) Youth Welfare Fee = 500/- (250/- to be remitted to the University) 2) Development Fee = 1100/- 3) R.K Fund =70/- (65% to be remitted to the university)</p>

Other Fee/Funds:

- a) Holiday Home Fee: 20/-
- b) Sports Fee: 200/- (Rs. 150/- to be remitted to the University)
- c) NSS Fee: Rs. 20/-(Rs. 10/- to be remitted to the University)
- d) Curriculum Charges: Rs. 100/- (to be remitted to the University)
- e) Youth Red Cross Fee: Rs. 80/- (Rs. 40/- to be remitted to the University)
- f) Examination Fee: Rs.600/- (for Group A and B); Rs.700/- (for Group C) and Rs. 1500/- (for Group D)

Registration Return and Continuation Return Fee:

- (1) For Group A:
 Registration Fee (for Group A) = 500/- (Note: For OTMIL (UG/PG), the Registration Fee is Rs.500/-)
 Continuation Fee (for Group A)=200/- (Note: For OTMIL (UG/PG), the Continuation Fee is 200/-)
- (2) For Group B:
 Registration Fee =500/-
 Continuation Fee =200/-
- (3) For Group C:
 Registration Fee =1500/-
 Continuation Fee =700/-
- (4) For Group D:
 Registration Fee =1500/-
 Continuation Fee =700/-

Entry fee for Zonal

Youth Festival	strength upto 200 students	Rs.1000/-
	strength upto 500 students	Rs.2000/-
	Above 500 students	Rs.5000/-

Tech. Management fest Rs.3000/-

Sports Entry fee

This fee is for development of sports activities at par with the entry fee of Youth Welfare. Activities to be paid by all the Colleges/Institutes shall be as under:-

- a. Upto 200 students Rs. 2000/-
- b. Upto 500 students Rs. 3500/-
- c. Above 500 students Rs. 7500/-

The above sports entry fee shall be payable by every affiliated College/Institute even if it does not participate in any tournament/ game. This sports entry fee will be deposited in one lot in the beginning of the session alongwith other fees while sending RR to the University. However, penalty provision already approved shall be applicable on the sports entry fee also. The entry forms for participation in various games/tournaments approved by the University and AIU, New Delhi will however, be entertained upto the dates to be circulated/notified by the University.

Note:-

- i) No one shall be admitted to the University for any examination of the University unless he/she has been registered as a student of the University.
- ii) If a student's name is struck off the rolls of a college or he migrates to another college or is rusticated or expelled, such a fact shall immediately be reported to the R&S Branch of this University for record in the Register of students and for such other action as may be necessary. The candidates seeking admission to the college must ensure that they fulfil the requisite qualifications as prescribed in this Brochure / relevant Ordinances. Their admissions to the Programs will be purely provisional subject to verification of their eligibility by the College/University as per rules in force. In case, a candidate is found ineligible at a later stage the provisional admission granted to him/her by the college shall be cancelled and he/she shall have no right for admission to the Programs or refund of the fees paid by him.
- iv) The candidates must have passed the qualifying examination with the requisite percentage of marks as per this Brochure of the University. The combination of subjects must have been offered by the candidates as per provision in Brochure/ Ordinance(s).
- v) The Entry fee for Zonal Youth Festival/Tech. Management shall be payable even if a college does not participate. The entry fee will be deposited with the Director Youth Welfare alongwith Youth Welfare Fee and Holiday Home fee in the starting of the session. Entry forms may, however, be entertained upto five days before the date of commencement of the festival.

MAHARSHI DAYANAND UNIVERSITY ROHTAK

MINUTES OF THE MEETING OF FEE STRUCTURE COMMITTEE HELD ON 14.09.2023 AT 04:00 P.M. IN THE OFFICE OF THE DEAN, ACADEMIC AFFAIRS, M. D. UNIVERSITY, ROHTAK TO CONSIDER THE VARIOUS FEE RELATED ISSUES:

MEMBERS PRESENT:-

- | | |
|---|--------------|
| 1. Prof. Surendra Kumar, Dean Academic Affairs | Convener |
| 2. Prof. Gulshan Lal Taneja, Registrar | Member |
| 3. Dr. Baljeet Singh Sindhu, Controller of Examinations | Member |
| 4. Sh. Mukesh Bhatt, Finance Officer | Member |
| 5. Prof. A.S. Maan, Dean Colleges Development Council | Spl. Invitee |

The Fee Structure Committee considered the following issues in details and resolved as under:-

1. Considered the request of Director, UIET for charging the annual fee in two installments of B.Tech., M.Tech. and BCA programs being offered by the UIET in two installments. He has requested that the provision may be clearly mentioned like the facility available for M.Sc. in Computer Science and M.Sc. in Computer Science- (Data Science and Machine Learning).

Resolved that the fee for B.Tech., M.Tech. and BCA programs being run in the UIET may be charged in two installments as per past practice.

Further, resolved that a special meeting of Fee Structure Committee may be called later on to discuss the issue for depositing fee in installments for SFS Programs being run in UTDs where annual fee is more than Rs. 50,000/-.

2. Considered the representation received from MDU- NTEA dated 03.08.2023 (Annexure I) for fee concession to University employees and their wards for the various programs offered by the Centre for Distance and Online Programs in view of the concession allowed in KUK and GJU, Hisar.

Resolved that a committee may be constituted comprising the following to examine the concession being given to the employees and their wards in Distance Learning Programs in neighbouring State Universities running Distance Education and to give its recommendations accordingly:

- | | |
|--|----------|
| 1. Director, CDOE | Convener |
| 2. Prof. Tilak Raj, Deptt. of Commerce | Member |
| 3. Finance Officer | Member |

[Handwritten signatures and dates]
14/9/23

- 3. Considered the reply dated 14.08.2023 received from Somany Institute of Technology and Management, Rewari with regard to fee structure for BBA and BCA Programs.

Resolved that the Academic Branch will place all the documents related to the fee of Affiliated Colleges, prescribed for various Programs and relevant provisions/ ordinance alongwith a copy of TMA PAI Judgment before the Committee in its next meeting.

- 4. Considered the enhancement in sports registration fee proposed by Sports Executive Board on 13.04.2022 from Rs. 200/- to Rs. 300/-. These recommendations were approved by the Sports Council, Chaired by the Vice-Chancellor on 22.10.2022. However, the previously approved Rs. 200/- were mentioned in the Prospectus that stand circulated in all colleges and other quarters.

Resolved that the change in Sports Fee may be made applicable from the next Academic Session i.e. 2024-25.

- 6. To consider the Fee Structure of Diploma Program in Drug Regulatory Affairs to be started in the Department of Pharmaceutical Sciences from the session 2023-24.

Resolved that fee for the Diploma Program in Drug Regulatory Affairs introduced in the Department of Pharmaceutical Sciences may be charged Rs. 10,000/- per semester as recommended by the Faculty of Pharmaceutical Sciences.

Further, the Committee recommended that Prof. A.S. Maan, Dean Colleges Development Council may also be included as a member in the Fee Structure Committee.

Surendra Kumar
(SURENDRA KUMAR)

Gulshan Lal Taneja
(GULSHAN LAL TANEJA)

B.S. Sindhu
(B.S. SINDHU)

Mukesh Bhatt
(MUKESH BHATT)

Revised Qualifications and Criteria for Appointment and Promotion of Teachers and Equivalent Cadres in the University and Govt. Aided Colleges**(As per decision of the Academic Council's Reso. No. 70 dated 15.07.2023)****1.1 Qualifications for Assistant Professor (University and Colleges)**

- i) The National Eligibility Test (NET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in these Regulations. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/Institutions in the State. *Provided* that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D. Degree) Regulation 2016 and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET for recruitment and appointment of Assistant Professor or any equivalent position in any University, College or Institution.

Provided further that 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 / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:

- a) The Ph.D. degree of the candidate has been awarded in regular mode only;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva-voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- ii) The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.

- iii) A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.

A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Backward Classes 'A' & 'B' (Non-creamy Layer) of Haryana/Differently-abled: (a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (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 based only on the qualifying marks without including any grace mark procedure.

- iv) A relaxation of 5% shall 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

September, 1991.

- v) A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
- vi) The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.
- vii) The Ph.D. Degree shall be a mandatory qualification for appointment to the post of Associate Professor in Universities but it shall be a mandatory qualification for promotion with effect from 3 years (5 years in case of college teachers) from the date of issue of this notification by the State Government.
- viii) The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities with effect from 3 years from the date of issue of this notification by the State Government.
- ix) The 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 teaching positions. Further, the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular faculty members upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) may be allowed by their respective institutions to take study leave for pursuing Ph.D. degree.

1.2 Qualifications:

No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in these Regulations.

2.0 Direct Recruitment

2.1 For the Disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Sciences, Languages, Library Science, Physical Education, and Journalism & Mass Communication.

1. Assistant Professor:

Eligibility (A or B):

A.

- i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied 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 or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time, as the case may be exempted from NET/SLET/SET:

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the

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September, 1991.

- v) A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
- vi) The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.
- vii) The Ph.D. Degree shall be a mandatory qualification for appointment to the post of Associate Professor in Universities but it shall be a mandatory qualification for promotion with effect from 3 years (5 years in case of college teachers) from the date of issue of this notification by the State Government.
- viii) The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities with effect from 3 years from the date of issue of this notification by the State Government.
- ix) The 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 teaching positions. Further, the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular faculty members upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) may be allowed by their respective institutions to take study leave for pursuing Ph.D. degree.

1.2 Qualifications:

No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of Institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in these Regulations.

2.0 Direct Recruitment

2.1 For the Disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Sciences, Languages, Library Science, Physical Education, and Journalism & Mass Communication.

I. Assistant Professor:

Eligibility (A or B):

A:

- i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied 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 or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET:

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the

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degree and such 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) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The Candidate has published two research papers from his/her Ph.D. work, out of which atleast one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note: NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET / SLET / SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B. The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note: *The Academic score as specified in Appendix II (Table 3A) for Universities shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview. Selection of Assistant Professors in Government Colleges shall be made by HPSC and in Govt Aided Private Colleges, as per criteria determined by the State Govt. from time to time based on UGC regulations.*

II. Associate Professor:

Eligibility:

- i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution with a minimum of seven publications in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

III. Professor:

Eligibility (A or B):

A.

- i) An eminent scholar having a Ph.D. degree in the concerned/allied/relevant

discipline, and published work of high quality, actively engaged in research with evidence of published workwith,a minimum of 10 research publications in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and a total research score of 120 as per the criteria given in Appendix II, Table2.

- ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above)/ industry,who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

IV. Senior Professor:

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

- i) An eminent scholar with good track record of high-quality research publications in Peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019, significant research contribution to the discipline, and engaged in research supervision.
- ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.
- iv) The selection shall be based on ten best publications in the Peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and award of Ph.D. degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per these Regulations.

V. College Principal:

Eligibility:

- i) Ph.D. degree
- ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- iii) A minimum of 10 research publications in peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.
- iv) A minimum of 110 Research Score as per Appendix II,Table2

2.2. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor:

Eligibility:

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC,

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discipline, and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 research publications in the peer-reviewed, upto 13.06.2019 and UGC CARE List Journals w.e.f. 14.06.2019 and a total research score of 120 as per the criteria given in Appendix II, Table 2.

- ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above)/ industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

IV. Senior Professor:

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

- i) An eminent scholar with good track record of high-quality research publications in Peer-reviewed upto 13.06.2019 and UGC CARE List Journals w.e.f. 14.06.2019; significant research contribution to the discipline, and engaged in research supervision.
- ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.
- iv) The selection shall be based on ten best publications in the Peer-reviewed upto 13.06.2019 and UGC CARE List Journals w.e.f. 14.06.2019 and award of Ph.D. degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per these Regulations.

V. College Principal:

Eligibility:

- i) Ph.D. degree
- ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other Institutions of higher education.
- iii) A minimum of 10 research publications in peer-reviewed upto 13.06.2019 and UGC CARE List Journals w.e.f. 14.06.2019.
- iv) A minimum of 110 Research Score as per Appendix II, Table 2

2.2. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor:

Eligibility:

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC,

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CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such 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 fulfilment of the following conditions:

- a) Ph.D. degree has been awarded to the candidate in a regular mode.
- b) The Ph.D. thesis has been evaluated by at least two external examiners.
- c) An 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 is in a refereed journal.
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/ funded/ sponsored by the UGC/ AICTE / ICSSR or any other similar agency.

Note 1: The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affair) of the University concerned.

Note 2: The clearance of NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC (like SLET/SET).

II.

Associate Professor:

Eligibility:

- i) Good academic record, with a doctoral degree.
- ii) Performing ability of a high professional standard.
- iii) Eight year's experience of teaching in a University or College and / or of research in a University / national level institution, equal to that of Assistant Professor in a University / College.
- iv) Has made a significant contribution to knowledge in the subject concerned, as evidenced by quality publications.

III.

Professor:

Eligibility (A or B):

A.

- i) An eminent scholar having a doctoral degree.
- ii) Have been actively engaged in research with at least ten years of experience in teaching in University/College and/ or research at the University/National level institutions.
- iii) Minimum of 6 research publications in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.
- iv) Has a total research score of 120, as per Appendix II, Table 2.

OR

B.

A traditional or a professional artist, with highly commendable professional achievement, in the subject concerned.

- i) Having Masters degree, in the relevant subject
- ii) Has been 'A'-grade artist of AIR/Doordarshan
- iii) Has Ten years of outstanding performing achievements in the field of specialisation
- iv) Has made significant contributions in the field of specialisations and ability to guide research;
- v) Has participated in National / International Seminars / Conferences / Workshops / Concerts and / or recipient of National / International Awards / Fellowships;
- vi) Has the ability to explain with logical reasoning the subject concerned, and
- vii) Has adequate knowledge to teach theory with illustrations in the said discipline.

2.3 Drama Discipline:

I. Assistant Professor

Eligibility

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET / SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009, or 2016; and their amendments from time to time as the case may be. *Provided* further, candidates registered for the Ph.D. programme, prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such 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 fulfilment of the following conditions:-
 - a) The Ph.D. degree of the candidate has been awarded in the regular mode;
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) An open Ph.D. viva voce of the candidate has been conducted;
 - d) The 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) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences / seminars supported / funded / sponsored by the UGC/CSIR/ICSSR or any other similar agency.

Note:

1. The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which the NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

II. Associate Professor:

- i) Having Masters degree, in the relevant subject
- ii) Has been 'A'-grade artist of AIR/Doordarshan
- iii) Has Ten years of outstanding performing achievements in the field of specialisation
- iv) Has made significant contributions in the field of specialisations and ability to guide research;
- v) Has participated in National / International Seminars / Conferences / Workshops / Concerts and / or recipient of National / International Awards / Fellowships;
- vi) Has the ability to explain with logical reasoning the subject concerned; and
- vii) Has adequate knowledge to teach theory with illustrations in the said discipline.

2.3 Drama Discipline:

I. Assistant Professor

Eligibility

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET / SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009, or 2016, and their amendments from time to time as the case may be. *Provided* further, candidates registered for the Ph.D. programme, prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such 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 fulfilment of the following conditions:-
 - a) The Ph.D. degree of the candidate has been awarded in the regular mode;
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) An open Ph.D. viva voce of the candidate has been conducted;
 - d) The 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) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences / seminars supported / funded / sponsored by the UGC/CSIR/ICSSR or any other similar agency.

Note:

1. The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which the NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

II. Associate Professor:

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Eligibility:

- i) A good academic record, having a Ph.D. degree with performing ability of high professional standard as certified by an Expert Committee constituted by the University concerned for the said purpose.
- ii) Eight years experience of teaching in a University / College and / or research in a University/national-level institutions equal to that of Assistant Professor in a University/College.
- iii) A significant contribution to knowledge in the subject concerned, as evidenced by the quality publications.

iii. Professor:

Eligibility (A or B):

A. An eminent scholar, having a doctoral degree, actively engaged in research with ten years of experience in teaching and /or research at a University/National-level institution, including experience of guiding research at the doctoral level, with outstanding performing achievement in the field of specialisation, with a minimum of 6 research publications in the peer-reviewed upto 13.06.2019 and UGC CARE List Journals w.e.f. 14.06.2019, and a total research score of 120, as per Appendix II, Table 2.

OR

B. A traditional and a professional artist, having highly commendable professional achievement in the subject concerned, who has:

- i) Master's degree, in the relevant subject;
- ii) Ten years of outstanding performing achievements in the field of specialisation;
- iii) Made significant contribution in the field of specialisation
- iv) Guided research;
- v) Participated in National / International Seminars / Conferences / Workshops and / or recipient of National / International Awards / Fellowships;
- vi) Ability to explain with logical reasoning the subject concerned;
- vii) Adequate knowledge to teach theory, with illustrations in the said discipline.

2.4 Yoga Discipline

I. Assistant Professor :

Eligibility (A or B):

A. Good academic record, with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) at the Master's degree in Yoga or any other relevant subject, or an equivalent degree from an Indian/foreign University.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or a similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time.

OR

B. A Master's degree in any discipline with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) and a Ph.D. Degree in Yoga* In accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

*Note: Considering the paucity of teachers in the newly-emerging field of Yoga, this alternative has been provided and shall be valid only for five years from the date of issue of this notification by the State Government.

- II. **Associate Professor**
 - i) A good academic record, with a Ph.D. degree in the subject concerned or in a relevant discipline.
 - ii) A Master's degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
 - iii) A minimum of eight years' experience of teaching and/ or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institutions/Industry with evidence of published work and a minimum of 7 publications as books and / or research/policy papers in peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and a total research score of at least Seventy five (75), as per the criteria given in Appendix II, Table 2.
- III. **Professor Eligibility (A or B):**
 - A.
 - i). An eminent scholar with Ph. D. degree in the subject concerned or in an allied/relevant subject and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 publications as books and/ or research/policy papers in the peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019 and a total research score of at least 120 as per the criteria given in Appendix II, Table 2.
 - ii). A minimum of ten years of teaching experience in a University/College and / or experience in research at the university / National level institution / Industries, with evidence of having successfully guided doctoral candidate.
 - OR**
 - B. An outstanding professional, with established reputation in the relevant field, who has made significant contribution to the knowledge in the concerned / allied / relevant discipline, to be substantiated by credentials.

2.5 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS

- I. **Assistant professor:**

A Bachelor's Degree in Occupational Therapy (B.O.T./B.Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.), with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed); from a recognised University
- II. **Associate Professor:**
 - i) **Essential :** A Master's Degree in Occupational Therapy (M.O.T./M.O.Th./M.Sc. O.T.), with eight years' experience as Assistant Professor.
 - ii) **Desirable:** Higher Qualification, including a Ph. D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.
- III. **Professor:**

***Note:** Considering the paucity of teachers in the newly-emerging field of Yoga, this alternative has been provided and shall be valid only for five years from the date of issue of this notification by the State Government.

II. Associate Professor

- i) A good academic record, with a Ph.D. degree in the subject concerned or in a relevant discipline.
- ii) A Master's degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years' experience of teaching and/ or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institutions/Industry with evidence of published work and a minimum of 7 publications as books and / or research/policy papers in peer-reviewed upto 13.06.2019 and UGC CARE List Journals w.e.f. 14.06.2019 and a total research score of at least Seventy five (75), as per the criteria given in Appendix II, Table 2.

III. Professor

Eligibility (A or B):

A.

- i) An eminent scholar with Ph. D. degree in the subject concerned or in an allied/relevant subject and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 publications as books and/ or research/policy papers in the peer-reviewed upto 13.06.2019 and UGC CARE List Journals w.e.f. 14.06.2019 and a total research score of at least 120 as per the criteria given in Appendix II, Table 2.
- ii) A minimum of ten years of teaching experience in a University/College and / or experience in research at the university / National level institution / Industries, with evidence of having successfully guided doctoral candidate.

OR

- B. An outstanding professional, with established reputation in the relevant field, who has made significant contribution to the knowledge in the concerned / allied / relevant discipline, to be substantiated by credentials.

2.5 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS

I. Assistant professor:

A Bachelor's Degree in Occupational Therapy (B.O.T./B.Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.), with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from a recognised University

II. Associate Professor:

- i) Essential : A Master's Degree in Occupational Therapy (M.O.T./M.O.Th./M.Sc. O.T.), with eight years' experience as Assistant Professor.
- ii) Desirable: Higher Qualification, including a Ph. D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer-reviewed upto 13.06.2019 and UGC CARE List Journals.w.e.f. 14.06.2019.

III. Professor:

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- i) Essential : Master's Degree in Occupational Therapy (M.O.T./M.O.Th./M.Th.O./M.Sc. O.T.), with Ten years of total experience in Occupational Therapy.
 - ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer- reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

IV. Principal / Director /Dean:

Essential: Master's Degree in Occupational Therapy (M.O.T./M.Th.O./M.O.Th./M.Sc. O.T.), with fifteen years' experience, which shall include five years' experience as Professor (Occupational Therapy):

Note:

- (i) The senior-most Professor in the Institution shall be designated as the Principal / Director /Dean.
- (ii) Desirable: Higher qualification, like a Ph. D. degree in any discipline of occupational therapy recognized by the UGC and published work of high standard in peer reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

2.6

QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENT FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS

I. Assistant Professor:

Bachelor's Degree in Physiotherapy (B.P.T./B. Th./B.P.Th.), Master's Degree in Physiotherapy (M.&P.Th./M.Th.P./M.Sc. P.T/M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) from a recognized University.

II. Associate Professor:

- (i) Essential: A Master's Degree in Physiotherapy (M.P.T./M.P.Th./M.Th.P./M.Sc. P.T.) with eight years' experience as Assistant Professor.
- (ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of Physiotherapy recognised by the U.G.C, and published work of high standard in peer-reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

III. Professor:

Essential: Master's Degree in Physiotherapy (M.P.T./ M.P.Th./M.Th.P./M.Sc. P.T.), with ten years experience.

Desirable:

- (i) Higher Qualification like Ph. D. in any subject of Physiotherapy recognised by U.G.C and
- (ii) Published work of high standard in peer -reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14:06.2019.

IV. Principal / Director /Dean:

Essential: Master's Degree in Physiotherapy (M.P.T./M.Th.P./M.Pth./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).

Note:

- (i) Senior-most Professor shall be designated as the Principal / Director / Dean.
- (ii) Desirable: Higher qualification like Ph.D. in any subject of Physiotherapy recognized by the UGC and published work of high standard in peer reviewed upto 13.06.2019 and UGC CARE List journals w.e.f. 14.06.2019.

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2:7 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF UNIVESRITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN, UNIVERSITY DEPUTY LIBRARIAN AND UNIVERSITY LIBRARIAN

I. University Assistant Librarian / College Librarian

- (i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)
- (ii) A consistently good academic record, with knowledge of computerization of a library.
- (iii) 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 or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) - Regulations, 2009 or 2016 and their amendments from time to time as the case may be:
Provided that the candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such 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) The Ph.D. degree of the candidate has been awarded in the regular mode
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate has been conducted;
 - d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
 - e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note:

- (i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
- (ii) NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

II. University Deputy Librarian

- (i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point -scale, wherever grading system is followed.
- (ii) Eight years experience as an Assistant University Librarian/ College Librarian.
- (iii) Evidence of innovative library services including integration of ICT in library.
- (iv) Ph.D. Degree in library science/ Information science/ Documentation Science / Archives and manuscript keeping/computerization of library.

III. University Librarian

- (i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point-scale wherever the grading system is followed.
- (ii) At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.
- (iii) Evidence of innovative library services, including the integration of ICT in alibrary.
- (iv) A Ph.D. Degree in library science/information science/documentation /archives and manuscript-keeping.

2.8 MINIMUM QUALIFICATIONS FOR THE POSTS OF ASSISTANT DIRECTOR/PROFESSOR OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND DIRECTOR OF PHYSICAL EDUCATION AND SPORTS:(DPES)

I. Assistant Director of Physical Education and Sports in University or Assistant Professor of Physical Education and Sports in College. Eligibility (A or B):

A.

- (i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)
- (ii) Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.
- (iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET), conducted by the UGC or CSIR, or a similar test accredited by the UGC, like SLET/SET; or who are or have been awarded a Ph.D. Degree in Physical Education or Physical Education and Sports or Sports Science, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time, as the case may be: *Provided that*, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. degree holders 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) The Ph.D. degree of the candidate has been awarded in regular mode;
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate has been conducted;
 - d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
 - e) The candidate has presented at least two research papers in conference/seminar, based on his/her Ph.D. work.

Note:

- (i) The fulfilment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
- (ii) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.
- (iii) Passed the physical fitness test conducted in accordance with these Regulations.

OR

B. An Asian game or common-wealth games medal winner who has a degree at least at Post-Graduation level.

II. Deputy Director of Physical Education and Sports in University Eligibility (A or B):

A.

- (i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- (ii) Eight years experience as University Assistant DPES/Assistant Professor of Physical Education and Sports/College DPES.
- (iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- (iv) Evidence of having produced good performance of teams/athletes for competitions like State/National/Inter-university/Combined University, etc.
- (v) Passed the physical fitness test in accordance with these Regulations.

OR

B. An Olympic Games/ World Cup/ World Championship medal winner who has a degree at least at the Post-Graduation Level.

III. Director of Physical Education and Sports in University

- (i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.
- (ii) Experience of at least ten years in Physical Education and Sports as University Assistant/Deputy DPES or ten years as College DPES or teaching for ten years in Physical Education and Sports or Sports Science as Assistant/Associate Professor.
- (iii) Evidence of organising competitions and coaching camps of at least two weeks duration.
- (iv) Evidence of having produced good performance of teams/athletes for competitions like state/ national/ inter-university/ combined university, etc.

IV. Physical Fitness Test Norms

(a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test are required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.

(b) On the production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in

accordance with the following norms:

NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1800 metres	1500 metres	1200 metres	800 metres

NORMS FOR WOMEN			
8 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1000 metres	800 metres	600 metres	400 metres

Note:

As a proof of experience, the candidates are required to submit Form No. 16 for the claim period in addition to the Experience Certificate

3.0 CONSTITUTION OF SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURE:

3.1 Selection Committee Composition

1) For the University, the Selection Committee will be as prescribed in Statute-22

2) For Assistant Professor in Govt. Aided Private Colleges:

In case of Govt-Aided Private colleges, the existing system for selection shall continue as per their service rules under Haryana Affiliated Colleges (Security of Service) Act 1979 and rules framed thereunder by the Haryana Government from time to time.

3) For College Principal:

All posts of College Principals in Govt-Aided Colleges shall be filled through direct recruitment according to the existing system for selection as per their service rules under Haryana Affiliated Colleges (Security of Service) Act 1979 and rules framed thereunder by the Haryana Government from time to time.

4) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians, Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library and Physical Education and Sports, or Sports Administration, respectively, practicing Librarian/Director Physical Education and Sports, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

The "Screening-cum-Evaluation Committee" for CAS promotion of Assistant Professors /equivalent cadres in Librarians/Physical Education and Sports from one level to the other higher level shall consist of:

A. For University teachers:
As prescribed in Statute-22-B(I)

B. For Govt-Aided private College teachers:
i) Dean of Colleges of the concerned University
ii) Nominee of the Director, Higher Education
iii) Nominee of the Vice-Chancellor
iv) Subject Expert
v) Principal of the college

Note: The quorum for this committee shall be three which will include one subject expert / University nominee and DHE nominee as per existing practice.

C. For University Assistant Librarian:
As prescribed in Statute-22-B-II

D. For University Assistant Director, Physical Education and Sports:
As prescribed in Statute-22-B-III

3.2 The Screening-cum-Evaluation Committee on verification / evaluation of grades secured by the candidate through the Assessment Criteria and Methodology Proforma designed by the respective university based on these Regulations and as per the minimum requirement specified shall recommend to the Executive Council in case of the University and Deptt of Higher Education in case of Colleges about the suitability for the promotion of the candidate(s) under CAS for implementation:

- (a) In Appendix II, Table 1 for each of the cadre of Assistant Professor;
- (b) In Appendix II, Table 4 for each of the cadre of Librarian; and
- (c) In Appendix II, Table 5 for each of the cadre of Physical Education and Sports.

3.3 The selection process shall be completed on the day/last day of the selection committee meeting, wherein the minutes are recorded and recommendation made on the basis of the performance of the interview are duly signed by all members of the selection committee.

3.4 For all Selection Committees specified in these Regulations, Head of Department / Teacher-Incharge should be either in the same or higher rank / position than the rank / position for which the interview is to be held.

4.0 Selection Procedure

(I) The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on the weightage given to the performance of the candidate in different relevant parameters and his/her performance on a grading system proforma, based on Appendix II, Tables 1, 2, 3A, 3B, 4, and 5. However, in case of Govt-Aided colleges, the existing criteria for selection shall continue or as framed by the Haryana Government from time to time and in case of Govt Colleges, the selection criteria shall be determined by HPSC.

In order to make the system more credible, universities may assess the ability for teaching and / or research aptitude through a seminar or lecture in a classroom situation or discussion on the capacity to use the latest technology in teaching and research at the interview stage. These procedures can be followed for both the direct recruitment and the CAS promotions, wherever selection committees are prescribed in these Regulations.

(II) In all the Selection Committees of direct recruitment of teachers and other

academic staff in universities and colleges provided herein, an academician belonging to the Scheduled Caste/Scheduled Tribe/ BC/ Minority/ Women/ Differently-abled categories, if any of candidates belonging to these categories is the applicant and if any of the members of the selection committee does not belong to that category, shall be nominated by the Vice-Chancellor of the University, and in case of a College, Vice-Chancellor of the University to which the college is affiliated to. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

- (III) The process of selection of a Professor shall involve the inviting of the application developed by the respective university, based on the Assessment Criteria and Methodology guidelines set out in these Regulations in Appendix II, Table 1, and 2 and reprints of all significant publications of the candidates. *Provided* that the publications submitted by the candidate shall have been published during the qualifying period. *Provided* further that such publications shall be made available to the subject experts for assessment before holding the interview. The evaluation of the publications by the experts shall be taken into consideration while finalizing the outcome of selection.
- (IV) In the case of selection of faculty members who are from outside the academic field and are considered under Clause 2.1 (III.B), 2.2 (III.B), 2.3 (III.B) and 2.4 (III.B) of these Regulations, the university's statutory bodies shall lay down clear and transparent criteria and procedure so that only outstanding professionals who can contribute substantially to the university knowledge system are selected.
- (V) In the selection process for the posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual Arts and Performing Arts, Physical Education and Sports, and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the institution while developing the Proforma for both the direct recruitment and the CAS promotion.
- (VI) The Internal Quality Assurance Cell (IQAC) shall be established as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice-Chancellor, as Chairperson (in the case of Universities), and Principal, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution, including assistance in the development of Assessment Criteria and Methodology Proforma based on these Regulations. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of the students' assessment of individual teachers in the Assessment Criteria and Methodology Proforma.

A. The Assessment of the performance of College and University teachers for the CAS promotion is based on the following criteria:

- i. **Teaching-Learning and Evaluation:** The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the college/university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting for university/college examinations, participation in the evaluation of examination answer scripts, conducting examinations for internal assessment as per the schedule to be announced by the institution at

the beginning of each Academic Session and returning and discussing the answers in the class.

- ii. **Personal Development Related to Teaching and Research Activities:** Attending orientation/refresher/methodology courses, development of e-contents and MOOCs, organising seminar/ conference/ workshop / presentation of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.
- iii. **Administrative Support and Participation In Students' Co-curricular and Extra-curricular Activities.**

B. Assessment Process

The following **three-step** process is recommended for carrying out assessment for promotion under the CAS at all levels:

Step 1: The college/university teachers shall submit to college/university an annual self-appraisal report in the prescribed Proforma (available at Annexure – C, Pages 61 to 64) designed on the basis of Tables 1 to 5 of Appendix II. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher-in-charge etc. The submission should be through the Head of the Department(HOD)/teacher-in-charge.

Step 2: After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS in the formats as provided in table no. 6, 7, 8 & 9 available at Annexures A & B, Pages 43 to 60.

Step 3: A CAS Promotion shall be granted as mentioned in Clause 4.4 of these Regulations.

4.1 Assessment Criteria and Methodology:

- (a) Tables 6 to 7 of Annexure-B are applicable to the Assistant Professors/ Associate Professors/ Professors/Senior Professor in Universities and Colleges for promotion under Career Advancement Scheme;
- (b) Table 8 of Annexure-B is applicable to Assistant Librarians/ College Librarians and Deputy Librarians for promotion under Career Advancement Scheme; and
- (c) Table 9 of Annexure-B is applicable to Assistant Directors/ College teachers of Physical Education sports and Deputy Directors/Directors of Physical Education and Sports for promotions under Career Advancement Scheme

4.2 The constitution of the Selection Committees and Selection Procedure as well as the Assessment Criteria and Methodology for the above cadres, either through direct recruitment or through Career Advancement Scheme, shall be in accordance with these Regulations.

4.3 The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations by State Government. However, if a candidate becomes eligible for promotions under CAS during the period from 01.01.2016 to the date of notification, his/her case shall be governed by the provisions of existing scheme wherever applicable.

I. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university/college, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to

the university/college the Assessment Criteria and Methodology Proforma as evolved by the university concerned supported by all credentials as per the Assessment Criteria and Methodology guidelines set out in these Regulations. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University/College may initiate the process of screening/selection, and complete the process within six months from the receipt of application. Further, in order to avoid any hardship, the candidates who fulfil all other criteria mentioned in these Regulations, as on and till the date on which these regulations are notified, can be considered for promotion from the date, on or after the date, on which they fulfil these eligibility conditions.

- II. The Selection Committee specifications as contained in Clauses 3:1 to 3.4 shall be applicable to all direct recruitments of faculty positions and equivalent cadres and Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor (in University) and for equivalent cadres.
- III. The CAS promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a "Screening-cum-Evaluation Committee", following the criteria laid down in Annexure B (Pages 47-60).
- IV. The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.
- V. For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University/College on the date of consideration by the Selection Committee.
- VI. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfills the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma as per Annexure-A (Pages 43-46) & Annexure-B (Pages 47-60). He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.
 - i) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.
 - ii) If, however, the candidate finds that he/she would fulfil the CAS promotion criteria, as defined in Annexure-A (Pages 43-46) & Annexure-B (Pages 47-60) at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
 - iii) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after six months. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be six months from the date of rejection.

4.4 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS /ASSOCIATE PROFESSORS/ PROFESSORS

- A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfill the eligibility and performance criteria as laid down in Clause 4.3 of these Regulations.
- B. Career Advancement Scheme (CAS) for Colleges teachers
 - I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility: Assistant Professors who have completed four years of service and having a Ph.D. degree or five years of service and having a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech., M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil./ PG Degree in Professional courses.

- i. Attended one Orientation course of 21 days' duration on teaching methodology; and
- ii. Any one of the following: Completed one Refresher / Research Methodology Course

OR.

Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching-Learning- Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration,

OR

Completed one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOCs course during the assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i. He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Annexure-B, Table-6, and;
- ii. The promotion is recommended by the screening-cum-evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- 1) Assistant Professors who have completed five years of service in Academic Level 11/Senior Scale.
- 2) Any two of the following in the last five years of Academic Level-11/ Senior Scale: Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning- Evaluation/ Technology Programmes/ Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed MOOCs course in the relevant subject (with e-certification); or Contribution towards development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/contribution towards conducting of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Annexure-B, Table 6) and
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic

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Level 12/Selection-Grade.

- 2) A Ph.D. degree in subject relevant /allied/relevant discipline shall be mandatory with effect from 5 years from the date of issue of this notification by the State Government.
- 3) Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Courses/ Methodology Workshop/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards development of e-contents in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as prescribed in Annexure-B, Table 6, and
- ii) The promotion to the post of Associate Professor is recommended by the selection committee in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

1. Associate Professors who have completed three years of service in Academic Level 13A.
2. A Ph.D. degree in subject relevant/allied/relevant discipline.
3. A minimum of 10 research publications in peer-reviewed upto 02.07.2023 and UGC CARE List journals w.e.f. 03.07.2023 out of which three research papers shall be published during the assessment period.
4. A minimum of 110 Research Score as per Annexure-B, Table 7.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Annexure-B, Table 6.
- ii) The promotion to the post of Professor is recommended by selection committee constituted in accordance with these Regulations.
- iii) Incumbent Associate Professors who have completed three years as Associate Professor on 1st January 2016 and having Ph.D. degree as on that date, shall be re-designated as Professor w.e.f. 1st January 2016 and placed at the appropriate Academic Pay Level if they fulfill all the above mentioned eligibility conditions. If they do not fulfil the above conditions of Research Publications and Research Score as on that date, they are to fulfil these conditions within three years from the date of issue of this notification by the State Government. They shall be promoted to the post of Professor w.e.f. 1st January 2016 but only after the fulfilment of these conditions.
- iv) Incumbent Associate Professors who have not completed three years as Associate Professor on 1st January 2016, shall be re-designated as Professor and placed at the appropriate Academic Pay Level after the completion of 3 years service as Associate Professor and Ph.D. degree if they fulfill all above mentioned eligibility conditions. If they do not fulfil the

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conditions of Research Publications and Research Score as on that date, they are to fulfil these conditions within three years from the date of issue of this notification by the State Government. They shall be promoted to the post of Professor w.e.f. the date of completion of eligibility conditions (1) and (2) but only after the fulfilment of all eligibility conditions.

- v) After three years from the date of this notification, all the conditions for the promotion of Professor under CAS shall be mandatory and no relaxation of time shall be given to fulfil the conditions regarding research publications and research score.
- vi) Promotion to the post of Professor under CAS shall not affect the original seniority already fixed by the Department in that cadre.

C. Career Advancement Scheme (CAS) for University teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility:

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil./ PG Degree in Professional Courses, such as LL.M, M.Tech, M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOCs course during the assessment period; and
- iv) Published one research publication in the peer-reviewed journals upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 during assessment period.

CAS Promotion Criteria :

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three /four/ five of the last four/ five/ six years of the assessment period as the case may be (as provided in Annexure-B, Table 6), and;
- ii) The promotion is recommended by the screening-cum evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline shall be mandatory with effect from 3 years from the date of issue of this notification by the State Government.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / programme from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes / Faculty Development Programme of at least

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two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

- iv) Published three research papers in the peer-reviewed journals upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 during assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Annexure - B, Table 6)
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13 A)

Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic Level 12/Selection grade.
- 2) A Ph.D. Degree in the subject concerned/allied/relevant discipline shall be mandatory with effect from 3 years from the date of issue of this notification by the State Government.
- 3) Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- 4) A minimum of seven publications in the peer-reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 out of which three research papers should have been published during the assessment period.
- 5) Evidence of having guided at least one Ph.D.candidate i.e. the said Assistant Professor is guiding doctoral candidates as clarified by the UGC vide Public Notice dated 23.12.2022.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Annexure-B, Table-6, and has a research score of at least 70 as per Annexure-B, Table-7.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

- 1) An Associate Professor who has completed three years of service in Academic Level 13A.
- 2) A Ph.D. degree in the subject concerned/allied/relevant discipline.
- 3) A minimum of ten research publications in the peer-reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 out of which three research papers should have been published during the assessment period.
- 4) Evidence of having successfully guided doctoral candidate i.e. doctoral candidate and the said Associate Professors have been awarded Ph.D. Degrees as clarified vide UGC Public Notice dated 23.12.2022.
- 5) A minimum of 110 Research Score as per Annexure-B, Table 7.

CAS Promotion Criteria:

A teacher shall be promoted if:

- i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Annexure-B, Table 6, and at least 110 research score, as per Annexure-B, Table-7.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)

A professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

Eligibility:

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer-reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023 and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

D. Career Advancement Scheme (CAS) for Librarians

Note:

- a) The following provisions (D.I to D IV) apply only to those persons who are not involved in the teaching of Library Science. Teachers in institutions where Library Science is a teaching department shall be covered by the provisions given under sections 4.4 (B) and 4.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
- b) The Deputy Librarian in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Librarians shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.
- I. From University Assistant Librarian (Academic level 10)/College Librarian (Academic level 10) to University Assistant Librarian (Senior Scale/ Academic level 11) / College Librarian (Senior Scale/ Academic level 11):

Eligibility:

An Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service, having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years of experience, having at least a M.Phil. degree, or six years of service for those without a M.Phil. or a Ph.D. degree.

- (i) He/she has attended at least one Orientation course of 21 days duration; and
- (ii) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Annexure-B, Table 8.

CAS Promotion Criteria:

An Assistant Librarian/College Librarian may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Annexure-B, Table 8; and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From University Assistant Librarian (Senior Scale/Academic level 11)/College Librarian (Senior Scale/Academic level 11) to University Assistant Librarian (Selection Grade/ Academic level 12)/ College Librarian (Selection Grade/Academic level 12)

Eligibility:

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years: (i) Training/ Seminar/ Workshop/ Course on automation and digitalisation, (ii) Maintenance and other activities, as per Appendix II; Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); (iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or (iv) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Annexure-B, Table 8, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Librarian (Selection Grade/Academic level 12)/ College Librarian (Selection Grade/Academic level 12) to University Deputy Librarian (Academic Level 13A)/College Librarian (Academic Level 13A)

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/ Seminar/ Workshop/ Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/ programme of at least two weeks (ten days) duration), (iv) Taken/ developed one MOOCs course in the relevant subject (with

e-certification), and (v) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Librarian/College Librarian (Academic Level 13A) to University Deputy Librarian/ College Librarians (Academic Level14) shall be the following:

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/ Seminar/ Workshop/ Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.
- 3) Evidence of innovative library services, including the integration of ICT in a library.
- 4) A Ph.D. Degree in Library Science/Information Science/Documentation /archives and Manuscript- Keeping.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Annexure-B, Table 8; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

E. Career Advancement Scheme (CAS) for Directors of Physical Education and Sports

Note:

- a) The following provisions (E I to E IV) apply only to those personnel who are not involved in teaching physical education and sports. Teachers in institutions where Physical Education and Sports is a teaching department shall be covered by the provisions given under sections 4.4 (B) and 4.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
- b) The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College teachers of Physical Education and Sports shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

I. From Assistant Director of Physical Education and Sports (Academic Level 10)/Assistant Professor of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/Assistant Professor of Physical Education and Sports (Senior Scale/Academic Level 11)

Eligibility:

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- i) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil. or Ph.D. degree.
 - ii) He/she has attended one Orientation course of 21 days duration; and
 - iii) He/she has done any one of the following: (a) Completed Refresher / Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Annexure-B, Table 9; and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/ Assistant Professor of Physical Education And Sports (Senior Scale/Academic Level 11) to University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12) / Assistant Professor of Physical Education and Sports (Selection Grade/Academic Level 12)

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years:
 - (i) Completed one course/programme from among the categories of refresher courses, research methodology workshops, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period as specified in Annexure-B, Table 9; and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)/ Assistant Professor of Physical Education and Sports (Selection Grade/Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)/ Associate Professor of Physical Education and Sports (Academic Level 13A)

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years:
 - (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning- Evaluation Technology Programmes/Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single

course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Annexure-B, Table 9, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Director Physical Education and Sports/Associate Professor of Physical Education and Sports (Academic Level 13A) to University Deputy Director Physical Education and Sports/Professor of Physical Education and Sports (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years:
(i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).
- 3) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- 4) Evidence of having produced good performance of teams/athletes for competitions like state/national / inter-university/combined university, etc.
- 5) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Annexure-B, Table 9, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

Note for 4.4 (A to E):

1. **Every Assistant Professor / Associate Professor / Professor at the time of submitting any research paper for any purpose, shall submit an undertaking, indicating that the document has been prepared by him / her alongwith co-author(s) and the document is an original work with Level 0 (zero) Plagiarism i.e. similarity upto 10% as per UGC Regulations, 2018.**
2. **UGC (Promotion of Academic Integrity, & Prevention of Plagiarism In Higher Education Institutions) Regulations, 2018 shall also be followed in letter and spirit.**
3. **In order to avoid any hardship, a window of 3 years shall be provided to the candidates who fulfil all other criteria mentioned in the regulations adopted by the state on 11-11-2022 except Research Publications and Research Score, as on and till the date on which these instructions are issued.**
4. **The benefit of this promotion shall be given to those who fulfil eligibility conditions from the date of notification issued dated 11-11-2022 by Govt. of Haryana on actual basis (3 years' time given in notification to acquire**

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the eligibility).

5. **The notional benefit of this promotion shall be given to those eligible candidates who have attained eligibility between 01-01-2016 to 11-11-2022 from the date of attaining eligibility and thereafter actual benefit w.e.f 11-11-2022.**
6. **The notional benefit of this promotion shall be given to those eligible candidates who have attained eligibility prior to 01-01-2016 w.e.f. 01-01-2016 and thereafter actual benefit w.e.f. 11-11-2022.**

4.5 Discretionary award of advance increments for those who enter the profession as Associate Professor or Professor with higher merit, high number of research publications of high quality and experience at the appropriate level, shall be within the competence of the appropriate authority of the University concerned or recruiting institution based on the recommendations of a selection committee while considering the case of individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired a Ph. D., M. Phil. or M.Tech. and LLM degree. However, those entering the service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports, having a post-doctoral teaching/research experience, after obtaining a Ph.D. degree and proven credentials, may be eligible for discretionary award of advanced increments to be given to the person, as decided and recorded by the Selection Committee in the minutes of its meeting.

5.0 Counting of Past Services for Direct Recruitment and Promotion under CAS

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, etc including Govt. Aided Private Colleges of Haryana should be counted for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments and the candidate has applied for direct recruitment through proper channel only.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) The previous Ad-hoc or Temporary, or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that:
 - (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate

- Professor and Professor, as the case may be
- (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university and the incumbent was selected to the permanent post in continuation to the Ad-hoc or temporary or contractual service without any break;
- (iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and
- (g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered, (private/local body/Government), while counting the past service under this clause.

6.0. Period of Probation and Confirmation

- 6.1 The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.
- 6.2 The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.
- 6.3 Subject to Clause 5 of this Regulation, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.
- 6.4 The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the State Government.
- 6.5 All other State Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

7.0 Creation and Filling-up of Teaching Posts

- 7.1 Teaching posts in universities, as far as feasible, may be created in a pyramidal order, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professor, per department.
- 7.2 All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

8.0 Appointments on Contract Basis For Universities

The teachers should be appointed on contract basis only when it is absolutely necessary and when the student-teacher ratio does not satisfy the laid-down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly-appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly basic pay of a regularly-appointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing him/her on contract basis for another session.

For Colleges

For colleges, the existing practice or as decided from time to time shall be adopted:

9.0. Teaching Days

The Universities/Colleges must have at least 180 teaching, i.e., there shall be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays. The above provision is summarised as follows:

Categorisation	Number of weeks : 6-days a week pattern	
	University	College
Teaching and Learning Process	30 weeks (180 days)	30 weeks (180 days)
Admissions, Examinations, and preparation for Examination.	12	10
Vacations	8	10
Public Holidays (to increase and adjust teaching days accordingly)	2	2
Total	52	52

10.0 Workload

10.1 The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It shall be necessary for the teacher to be available for at least Five and half hours daily in the University/College as per existing regulations. However, in the academic interest of the institution and students, Principal or Head of the institution/University may retain the teachers beyond the minimum stay hours and it shall be obligatory on the part of the teachers to comply with any such orders. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra-Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be provided by the University/College. The direct teaching-learning work load should be as follows:

For Universities:

- Assistant Professor 16 hours per week
- Associate Professor/Professor 14 hours per week

For Colleges

Direct teaching hours shall be as per existing rules irrespective of the post as Assistant Professor or Associate Professor or Professor and as prescribed by the State Government from time to time.

10.2 A relaxation of two hours per week in the workload may, however, be given to Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work.

11.0 Service Agreement and Fixing of Seniority

11.1 At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy thereof shall be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as per the government rates applicable.

11.2 The self-appraisal methodology, as per clause 4.0 and its sub-clauses 4.1 to 4.4 and all sub-clauses contained therein and as per Tables 1 to 5 of Appendix II, as per eligibility, shall form part of the service agreement/record.

11.3 Inter-se seniority between the direct recruited and teachers promoted under

CAS

For Universities:

The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under the CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. However, rules and regulations of the State Government shall apply, for all matters of seniority.

For Colleges:

As per existing rules/practice or as decided by the Govt. from time to time shall apply.

APPENDICES

Appendix I	Fitment Tables for fixation of pay of the existing Incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables (MHRD Notification MHRD letters No. Corrigendum F.No.1-7/2015-U.II(1) dated 08.11.2017
Appendix II	<u>Assessment Criteria and Methodology</u> Table 1 to 3 - For University and College Teachers Table 4 - For Assistant Librarian, Deputy Librarian, Librarian etc. Table 5 - For Assistant Director/Deputy Director/Director Physical Education and Sports etc.

Pay Matrix

Appendix I

Fitment Tables for fixation of pay of the existing Incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables.

Pay Band (Rs.)	15,600-39,100			37,400-67,000		67,000-79,000
Grade Pay (Rs.)	6,000	7,000	8,000	9,000	10,000	0
Index of rationalization	2.67	2.67	2.67	2.67	2.72	2.72
Entry Pay(Rs.)	21,600	25,790	29,900	49,200	53,000	67,000
Academic Level	10	11	12	13A	14	15
Rationalization Entry Pay (Rs.) ¹	57,700	68,900	79,800	1,31,400	1,44,200	1,82,200
2	59,400	71,000	82,200	1,35,300	1,48,500	1,87,700
3	61,200	73,100	84,700	1,39,400	1,53,000	1,93,300
4	63,000	75,300	87,200	1,43,600	1,57,600	1,99,100
5	64,900	77,600	89,800	1,47,900	1,62,300	2,05,100
6	66,800	79,900	92,500	1,52,300	1,67,200	2,11,300
7	68,800	82,300	95,300	1,56,900	1,72,200	2,17,600
8	70,900	84,800	98,200	1,61,600	1,77,400	2,24,100
9	73,000	87,300	1,01,100	1,66,400	1,82,700	
10	75,200	89,900	1,04,100	1,71,400	1,88,200	
11	77,500	92,600	1,07,200	1,76,500	1,93,800	
12	79,800	95,400	1,10,400	1,81,800	1,99,600	
13	82,200	98,300	1,13,700	1,87,300	2,05,600	
14	84,700	1,01,200	1,17,100	1,92,900	2,11,800	
15	87,200	1,04,200	1,20,600	1,98,700	2,18,200	
16	89,800	1,07,300	1,24,200	2,04,700		
17	92,500	1,10,500	1,27,900	2,10,500		
18	95,300	1,13,800	1,31,700	2,17,100		
19	98,200	1,17,200	1,35,700			
20	1,01,100	1,20,700	1,39,800			
21	1,04,100	1,24,300	1,44,000			
22	1,07,200	1,28,000	1,48,300			
23	1,10,400	1,31,800	1,52,700			
24	1,13,700	1,35,800	1,57,300			
25	1,17,100	1,39,900	1,62,000			
26	1,20,600	1,44,100	1,66,900			
27	1,24,200	1,48,400	1,71,900			
28	1,27,900	1,52,900	1,77,100			
29	1,31,700	1,57,500	1,82,400			
30	1,35,700	1,62,200	1,87,900			
31	1,39,800	1,67,100	1,93,500			
32	1,44,000	1,72,100	1,99,300			
33	1,48,300	1,77,300	2,05,300			
34	1,52,700	1,82,600	2,11,500			
35	1,57,300	1,88,100				
36	1,62,000	1,93,700				
37	1,66,900	1,99,500				
38	1,71,900	2,05,500				
39	1,77,100					
40	1,82,400					

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Table 1
Assessment Criteria and Methodology for University/College Teachers

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above – Good Below 80% but 70% & above- Satisfactory Less than 70% - Not satisfactory
2.	Involvement in the University/College students related activities/research activities: (a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college / university activities. (e) Evidence of actively involved in guiding Ph.D. students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer- reviewed upto 02.07.2023 and UGC CARE List w.e.f. 03.07.2023.	Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved/ undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities
<p>Overall Grading: Good: Good in teaching and satisfactory or good in activity at Sl. No. 2 Or Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2. Not Satisfactory: If neither good nor satisfactory in overall grading.</p> <p>Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.</p>		

Table 2

(Appendix II Contd.)

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences/Engineering/Agriculture/Medical/Veterinary Sciences	Faculty of Languages/Humanities/Arts/Social Sciences/Library/Education/Physical Education/Commerce/Management & other related disciplines
1.	<p>For Direct Recruitment: Research Papers in Peer-reviewed / UGC Journals upto 13.06.2019 and UGC CARE Listed Journals w.e.f., 14.06.2019</p> <p>For Career Advancement Scheme: Research Papers in Peer-reviewed / UGC Journals upto 02.07.2023 and UGC CARE Listed Journals w.e.f. 03.07.2023</p>	8	10
2.	Publications (other than Research papers)		
	(a) Books authored which are published by ;		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course

	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Contentwriter/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10
4	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07

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Table 3A

(Appendix II Contd.)

1. Criteria for shortlisting and selection of candidates for appointment to the post of Assistant Professor in the University:

A. Criteria for shortlisting the candidates for appointment to the post of Assistant Professor in the University

S. No.	Academic Record	Score			
		80% & Above = 15	60% to less than 80% = 13	55% to less than 60% = 10	45% to less than 55% = 05
1.	Graduation				
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% In case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60%=20	
3.	M.Phil.	60% & above=07	55% to less than 60% =05	Maximum - 30 marks	
4.	Ph.D.	30			
5.	NET with JRF	07	Maximum - 07 marks		
	NET	05			
	SLET/SET	03			
6.	*Research Publications	10 (Max.)			
	a. SCOPUS/Web of Science	03 marks / publication			
	b. UGC CARE list w.e.f. 14 th June, 2019/ Publications prior to 14 th June, 2019 in peer reviewed or UGC old listed journals	02 marks / publication			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards	Maximum - 03 marks			
	International / National level (Awards given by International Organizations/ Government of India/ Government of India recognized National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

If the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately. The candidates are required to submit Form No. 16 for claimed period in addition to the experience certificate.

The candidates who will be awarded at least 50% marks as per 'A' on pre-page shall form list of shortlisted candidates.

If the number of shortlisted candidates is more than $12+3n$ for n ($n=1,2,3,\dots$) posts, for example, if it is more than 15 for single post and more than 18,21,24,... for 2,3,4,... posts, respectively, then further shortlisting will be done in the manner as given in 'B' below.

However, in case of number of candidates is less than equal to $12+3n$ (for $n=1,2,3,\dots$ posts), no further shortlisting will be done. The process shall not be carried forward, if the number of eligible candidates is less than three.

The process of shortlisting / selection will be carried out for filling up only that many advertised posts which satisfy atleast 1:3 ratio for advertised number of posts to the number of eligible candidates e.g. If there are 7 applicants for three advertised posts, then selection shall be made only against two posts.

Note:

*Criteria for Calculation of Marks for Joint Publication(s)(Research Papers/Books): Of the total score for the relevant category of publications by the concerned applicant the First/Principal author/ Corresponding author would share 70% of the total value of publication and remaining 30% of the total value of publication for each of other

authors. For example, if the total score for a publication is 02(say), then the first/principal author/corresponding author would get 1.4 marks each and the other authors would get 0.6 marks each. However, the marks for research paper(s) published will be considered only if the candidate will submit authentic proof for the same up to the last day of the receipt of the applications.

B. Criteria for further shortlisting:

The candidates, shortlisted on the basis of marks as per 1(A) and for whom further shortlisting is to be done, shall appear in a test for assessing their domain knowledge and Research Aptitude. The test shall comprise 100 Multiple Choice Questions of one mark each (¼ marks shall be deducted for each wrong answer) and shall be of 90 minutes duration.

For n (n=1,2,3,...) posts, top 12+3n candidates based upon the performance in test will be shortlisted for appearing before the Selection Committee. In case of tie of score with the lowest qualified candidates, all such candidates having same score shall also be included in the second list of short listed candidates.

2. Selection of shortlisted candidates for UTDs/ MDU-CPAS/Centre for Distance and Online Education (CDOE):

The shortlisted candidates shall appear before the selection committee having composition as per Statute – 22 of M. D. University Act.

The selections shall be based on the performance in the interview by assessing the following:

Sr. No.	Component	Weightage
(i)	Subject Knowledge & Research Aptitude	50%
(ii)	Presentation, Communication Skills & ICT Knowledge	30%
(iii)	Overall Personality	20%

Note: If the committee does not find any candidate suitable for the post(s), it may declare 'none of the candidates found suitable'.

Table 3B

(Appendix II Contd.)

Criteria for Short-listing of candidates for Interview for the Post of Assistant Professors in Colleges

S.N.	Academic Record	Score			
1.	Graduation	80% & Above = 21	60% to less than 80% = 19	55% to less than 60% = 16	45% to less than 55% = 10
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	25			
5.	NET with JRF	10			
	NET	08			
	SLET/SET	05			
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed prior to 14 th June, 2019 and UGC CARE List Journals w.e.f. 14 th June, 2019)	06			
7.	Teaching / Post Doctoral Experience (2 marks for one yeareach)#	10			
8.	Awards				
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

However, if the period of teaching/post-doctoral experience is less than one year then the marks shall be reduced proportionately. The candidates are required to submit Form No. 16 for claimed period in addition to the experience certificate.

Note : (A)

- (i) M.Phil. +Ph.D. Maximum - 25 Marks
- (ii) JRF/NET/SET. Maximum - 10 Marks
- (iii) In awards category Maximum - 03 Marks

(B) Number of candidates to be called for interview shall be decided by the college.

(C) Academic Score	-	84
Research Publications	-	06
Teaching Experience	-	10
TOTAL	-	100

(D) SLET/SET score shall be valid for appointment in respective State Universities/Colleges/institutions only.

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Table 4

(Appendix II Contd.)

Assessment Criteria and Methodology for Librarians

S.No.	Activity	Grading Criteria
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, interalia, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website 	<p>90% and above – Good</p> <p>Below 90% but 80% and above – Satisfactory</p> <p>Less than 80% - Not satisfactory</p>
2.	<p>Conduct of seminars/workshops related to library activity or on specific books or genre of books.</p>	<p>Good – 1. National level seminar/workshop +1. State/institution level seminar/workshop</p> <p>Satisfactory - 1 National level seminar/workshop or 1 State level seminar/workshop + 1 institution level seminar/workshop or 4 institution seminar/workshop</p> <p>Unsatisfactory – Not falling in above two categories</p>
3.	<p>If library has a computerized database then</p> <p>OR</p> <p>If library does not have a computerized database</p>	<p>Good – 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> <p>OR</p> <p>Good – 100% Catalogue database made up to date</p> <p>Satisfactory- 90% catalogue database made up to date</p> <p>Unsatisfactory - Catalogue database not upto mark.</p> <p>(To be verified in random by the CAS Promotion Committee).</p>

4.	Checking inventory and extent of missing books	Good : Checked inventory and missing book less than 0.5% Satisfactory - Checked inventory and missing book less than 1% Unsatisfactory – Did not check inventory OR Checked inventory and missing books 1% or more.
5.	(i) Digitisation of books database in institution having no computerized database. (ii) Promotion of library network. (iii) Systems in place for dissemination of information relating to books and other resources. (iv) Assistance in college administration and governance related work including work done during admissions, examinations and extra curricular activities. (v) Design and offer short-term courses for users. (vi) Publications of at least one research paper in UGC approved journals.	Good - Involved in any two activities Satisfactory - At least one activity Not Satisfactory - Not involved/undertaken any of the activities.
Overall Grading	Good : Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory : Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4. Not satisfactory : If neither good nor satisfactory in overall grading.	
Note : (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment. (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion. (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.		

Table 5

(Appendix II Contd.)

Assessment Criteria and Methodology for Directors of Physical Education and Sports

S. No.	Activity	Grading Criteria
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	90 and above - Good Above 80 but below 90 - Satisfactory. Less than 80 - Not satisfactory.
2.	Organizing intra college competition	Good - Intra college competition in more than 5 disciplines. Satisfactory - Intra college competition in 3-5 disciplines. Unsatisfactory- Neither good nor satisfactory.
3.	Institution participating in external competitions	Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines. Satisfactory- State level competition in at least one discipline plus district level competition in at least 3 disciplines OR District level competition in at least 5 disciplines. Unsatisfactory - Neither good nor satisfactory.
4.	Up-gradation of sports and physical training infrastructure with scientific and technological inputs. Development and maintenance of playfields and sports and physical Education facilities.	Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee.
5.	(i) At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition. (ii) Being invited for coaching at state/national level. (iii) Organizing at least three workshops in a year. (iv) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extra curricular college activities.	Good: Involved in any two activities. Satisfactory: 1 activity Not Satisfactory : Not involved/undertaken any of the activities.

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Overall Grading	Good: Good in Item 1 and satisfactory/good in any two other items. Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items. Not Satisfactory: If neither good nor satisfactory in overall grading.
Note: i) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment. ii) The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee. iii) The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.	

MAHARSHI DAYANAND UNIVERSITY ROHTAK**Application Form for Promotion of Teachers under Career Advancement Scheme****(Assessment Period _____)**Paste a latest
Passport size
photograph**Important Note** - The candidate is required to fill in this form along with

Annual Performance Assessment Reports as applicable (Annexure-B)

1. For Promotion /upgradation to _____
Department _____
 2. Name of the Candidate (in Capital Letters) _____
 3. Father's Name _____ Mother's Name _____
 4. Gender _____ Marital Status _____ Nationality _____
 5. Are you a Person with Disability (Yes/No) _____
 6. Category (Gen/SC/DSC/BC-A/BC-B/ESM/etc.) _____
 7. Date and Place of Birth _____
 8. Date of Joining in the University _____
 9. Present Designation _____
 10. Date of Placement in Stage -II _____ Stage-III _____
Associate Professor _____ Professor _____
 11. Grading and Academic / Research Score (for promotion upto level of Professor) [Not applicable for promotion to Senior Professor]
- i) Grading as per Table 6 (Annexure-B)

Sr.	Year	Academic Year	Grading			Period & kind of Leave, if any	Period spent on paid leave
			Activity at Sr. No. 1	Activity at Sr. No. 2	Overall Grading		
1	I Year						
2	II Year						
3	III Year						
4	IV Year						
5	V Year						
6	VI Year						

For promotion from Assistant Professor (Academic Level 10) / Assistant Professor (AL 11) / Assistant Professor (AL 12) / Associate Professor to Assistant Professor (AL 11) / Assistant Professor (AL 12) / Associate Professor / Professor, 'Satisfactory' or 'Good' grade in at least 'n-1' of the last 'n' years of the assessment period is required for consideration of promotion.

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ii) Academic/ Research Score as per Table -7 (Annexure-B)

[Note: 1. For Librarians assessment criteria and methodology will be as per Table 8 of Annexure B.

2. For ADPE / Deputy Director Physical Education who are not involved in teaching,

Assessment Criteria and Methodology will be as per Table 9 of Annexure B]

12. Mention the education qualification(s) if acquired after joining the University –

Exam. Passed	University/Board	Year of Passing	% of Marks	Division	Subject studied including options	Awards/ Medals/ Prize/ Merit If any

13. Teaching Experience (full time) in College/University:

Undergraduate _____ Post Graduate _____ Total _____

14. Total Research Experience

15. Field(s) of Specialization

16. Employment Details (in Chronological Order):

Sr. No.	Name of Institution	Designation	From	To
(i)				
(ii)				
(iii)				
(iv)				

17. Guidance/Supervision of Ph.D. Theses :

- Number of Candidates registered at present _____
- Number of Candidates who have submitted theses _____
- Number of candidates who have been successfully awarded Ph.D. _____
- Number of candidates awarded Ph.D. during assessment period _____

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18.

Language(s) known	Read (Y/N)	Write (Y/N)	Speak (Y/N)

19. Present Basic Pay _____ in the Academic Level _____

20. Orientation / Refresher or any other course / workshop to be considered for promotion:

Name of the Course	Period		Organiser
	From	To	

21. Detail of Development of MOOCs / e-contents in 4 quadrants

22. Publications :

Publications	Total (Attach the list of publication with details)	During the period under consideration for promotion (Attach 8 copies of first page of the publications with details)	Major Publications as per requirement (Attach 8 copies of the reprints)
Papers in Journals	(i) Web of Science / SCOPUS		
	(ii) UGC Care Listed		
	(iii) Other peer reviewed journals upto 02.07.2023 and in UGC CARE List w.e.f. 03.07.2023		
Books	Authored		

	Edited			
Chapters in Edited Books				
Papers in Proceedings of the Conference				
Research Projects	Completed			
	On Going			
Patents	Granted			
	Published			
Consultancy				

23. Awards / Recognition:

24. Additional Information if Any

25. List of Enclosures (Give supportive documents of the claims made in the application):

- | | |
|------------|-----------|
| i) _____ | ii) _____ |
| iii) _____ | iv) _____ |
| v) _____ | vi) _____ |

I certify that the foregoing information given by me is correct, complete to be best of my knowledge and belief and no material information has been concealed.

Date: ___/___/___
Permanent Address (in capital letters)

Signature of the Candidate
Correspondence address (in capital letters)

Pin _____

Pin _____

Forwarded by
Head/Dean

Email: _____
Mobile No. _____

Note:-

1. Printing should be preferably on both sides.
2. Only first page of the publication should be attached along with proof of Peer Reviewed / UGC Listed/Scopus/Web of Science/ Journal impact factor. However, for promotion to the post of Associate Professor / Professor / Senior Professors, copies (all pages) of requisite numbers of publications (only major / best) are required to be attached.

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Annual Performance Assessment Report for Promotion under Career Advancement Scheme (CAS)

Table 6

Name:
Subject

Designation:
Academic Session/Period:

Sr. No.	Name of the Activity	Activities Actually undertaken	Verification as per record by HOD/ Director/ Incharge	Grading	Page No.
1.	<p>Teaching: (Classes taught include sessions on tutorials, lab and other teaching-related activities)</p> <p>Grading Criteria</p> <ul style="list-style-type: none"> • 80% & above=Good • Below 80% & but 70% & above=Satisfactory • Less than 70%=Not satisfactory 	<p>[Number of classes taught/total classes assigned) x 100 %]</p> <p>=</p>			
2.	<p>Involvement in the students related activities and research activities:</p> <p>a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, Warden or any other Administrative responsibility assigned by the Vice-Chancellor / Executive Council for a period of not less than 6 months in assessment year under consideration</p> <p>b) Examination and evaluation duties assigned by the university or attending the examination paper evaluation:</p> <p>c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS, YRC and other community services/outreach activities.</p> <p>d) Organising seminars/ conferences/ workshops, other academic activities.</p> <p>e) Evidence of actively involved in guiding Ph.D. students of MDU;</p>				

	<p>f) Conducting minor or major research project sponsored by national or international agencies.</p> <p>g) At least one single or joint publication in Peer-reviewed upto 02.07.2023 and in UGC CARE List w.e.f. 03.07.2023.</p> <p>Grading Criteria</p> <ul style="list-style-type: none"> • 'Good' if Involved in at least 3 activities • 'Satisfactory' if 1-2 activities • 'Not-satisfactory' if not involved/ undertaken any of the activities 			
<p>Overall Grading Criteria: Good: Good in teaching and satisfactory or good in activity at Sr.No.2 Satisfactory: Satisfactory in teaching and satisfactory or good in activity at Sr.No.2 Not Satisfactory: If neither good or satisfactory in overall grading</p>				

Note:

- Number of activities can be within or across the broad categories of activities.
- At the time of Internal Screening Committee, all the records related to claims/verification by the concerned HOD must be produced before the convener of the committee.
- If a candidate claims score for an item not covered in the above, the claims for the same shall be settled by a committee constituted for purpose.
- For the purpose of assessing the grading of Activity at Serial No.1 and Serial No.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

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Assessment of Academic/Research Score

Table 7

(Assessment Period _____)

Name:

Designation:

Subject:

Faculty:

Sr.No.	Academic/Research Activity	Academic Research score as prescribed	Total (in Number)	Self-Appraisal Score	Verified Score	Page No.
1	Research papers in Peer-reviewed upto 02.07.2023 and in UGC CARE List w.e.f. 03.07.2023 (Annexure-1)	Paper in refereed journals without impact factor				
		Paper with impact factor less than 1				
		Paper with Impact factor between 1 and 2				
		Paper with impact factor between 2 and 5				
		Paper with impact factor between 5 and 10				
		Paper with impact factor >10				
2	Publications (other than Research papers) (Annexure-2)					
	(a) Books authored which are published by;					
	International Publishers	12/book				
	National Publishers	10/book				
	Chapters in an Edited Book	05/chapter				
	Editor of a book by International Publisher	10/book				
	Editor of a book by National Publisher	08/book				
	(b) Translation works in Indian and Foreign Languages by qualified faculty possessing Diploma / Certificate in Translation					
	Chapters or Research papers	03/chapter or paper				
	Book	08/book				
3	Creation of ICT-mediated Teaching Learning Pedagogy and content and development of new and innovative courses and curricula (Annexure-3)					
	(a) Development of Innovative Pedagogy	05				
	(b) Design of new curricula and courses	02 (per course)				

	(c) MOOCs				
	Development of complete MOOCs in 4 quadrants (4 credits course). (In case of MOOCs of lesser credits 05 marks per credit)	20			
	MOOCs (developed in 4 quadrants) per module/lecture	05			
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02			
	Course coordinator for MOOCs (4 credit course). (In case of MOOCs of lesser credits 02 marks per credit)	08			
	(d) E-content				
	Development of e-Content in 4 quadrants for complete course/e-book	12			
	e-Content (developed in 4 quadrants) per module	05			
	Contribution to the development of e-content module in complete course/paper/e-book (at least one quadrant)	02			
	Editor of e-content for complete course/paper/e-book	10			
4	(a) Research guidance (Annexure-4)				
	Ph.D. (10 per degree awarded and 05 per thesis submitted)				
	M.Phil/P.G. dissertation (02 per degree awarded)				
	(b) Research Project Completed				
	More than 10 lakhs	10			
	Less than or equal to 10 lakhs (Extramural/External Funding)	05			
	(c) Research Project Ongoing				
	More than 10 lakhs	05			
	Less than or equal to 10 lakhs (Extramural/External Funding)	02			
	(d) Consultancy	03			

5.	(a) Patent (Annexure-5) (Only those patents for which MDU is the applicant)			
	International	10		
	National	07		
	*(b) Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central or State Government)			
	International	10		
	National	07		
	State	04		
	(c) Awards/Fellowship			
	International	07		
	National	05		
6	*Invited lectures/Resource Person/paper presentation in Seminars/ Conferences/full paper in Conference proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference proceedings will be counted only once) (Annexure-6)			
	International (Abroad)	07		
	International (within country)	05		
	National	03		
	State/University	02		

The Research score for research papers would be as follows:

Sr. No.	Paper in Peer-Reviewed upto 02.07.2023 and In UGC CARE List w.e.f. 03.07.2023	Faculty of Sciences / Engineering / Agriculture/ Medical / Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library / Education / Physical Education / Commerce / Management & other related disciplines
	Paper in refereed journals without impact factor	13	15
	Paper with impact factor less than 1	18	20
	Paper with impact factor between 1 and 2	23	25
	Paper with impact factor between 2 and 5	28	30
	Paper with impact factor between 5 and 10	33	35
	Paper with impact factor >10	38	40

Note 1: Impact factor to be determined as per Thomson Reuters list

- 2. a) For two authors: 70% of total value of publication for each author.
- b) For more than two authors: 70% of total value of publication for the First/ Principal / Supervisor / Co-Supervisor / Corresponding author and 30% of total value of publication for each of the joint authors.
- c) For Publications other than Research Paper, 70% of total value of Publication for each author in case of two authors and 30% of total value of publication in case of more than 2 authors. However, first/corresponding author will get 70% marks irrespective of total number of authors.
- 3. For Joint Projects: Principal Investigator and Co-investigator would get 50% each.
- 4. (i) Paper presented if part of edited book or proceeding then it can be claimed only once.
- (ii) For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each
- 5. The research score shall be from atleast three categories out of six categories.

*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b): Policy Document and 6: Invited lectures / Resource Person / Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

For example: Suppose, the total score obtained is 400 which includes the score from the category 5(b) and 6 as 140 i.e. the score from other categories is 260. Find 30% of the total score, which in this case is 30% X 400=120. Due to upper capping of 30% of the total research score, 120 score will be counted and not 140. The effective total score will be 260+120=380.

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* Score to be filled by the Candidate / Teacher in following manner:

Summary of Academic/ Research Score

Category	Particulars	Academic/ Research Score	Remarks
1.	Research papers Web of Science / SCOPUS / UGC listed / Peer- reviewed Journals		
2.	Publications (other than Research papers) a) Books authored b) Translation works		
3.	Creation of ICT-mediated Teaching Learning Pedagogy and content and development of new and innovative courses and curricula a) Development of innovative pedagogy b) Design of new Curricula and Courses c) MOOCs. d) e-content		
4.	(a) Research guidance (b) Research Project(s) completed (c) Research Project(s) ongoing (d) Consultancy		
5.	(a) Patent (b) Policy Document (c) Awards/Fellowship		
6.	*Invited lectures/Resource Person/paper presentation in Seminars/ Conferences/full paper in Conference proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference proceedings will be counted only once)		
7.	Total Research Score		

*Combined score of 5(b) and 6 shall have upper capping of 30% of total research score

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ANNEXURE-2

2. Publications (other than research papers)

(a) Books authored which are published by National Publisher

Sr. No.	Title of the Book	Name and category of Publisher	Edited Book/Chapter	Authors	Score	Page No. for relevant proof / detail

(b) Translation work in Indian and Foreign languages by qualified faculty

Sr. No.	Title of the Book/Chapter/ Research paper	Publisher	Authors	Score	Page No. for relevant proof / detail

ANNEXURE-3

3. Creation of ICT-mediated Teaching Learning Pedagogy and Content and development of new and innovative courses and curricula

Sr.No.	Particulars	Authors	Score	Page No. for relevant proof / detail

ANNEXURE-4

4. (a) Research Guidance

Sr. No.	Programme	Name of University	Number of students supervised		Score	Page No. for relevant proof / detail
			Thesis submitted	Degree Awarded		

(b) Research Projects Completed

Sr. No.	Title	Name of funding agency with the amount	No. of Investigators.	Score	Page No. for relevant proof / detail

Assessment Criteria and Methodology for Librarians
Table 8

S.No.	Activity	Activities Actually undertaken	Verification as per record by HOD / Director / Incharge	Grading	Page No.
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, interalia, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website <p>Grading Criteria: 90% and above – Good</p> <p>Below 90% but 80% and above - Satisfactory</p> <p>Less than 80% - Not satisfactory</p>				
2.	<p>Conduct of seminars/workshops related to library activity or on specific books or genre of books.</p> <p>Grading Criteria: Good – 1 National level seminar/ workshop +1 State/institution level workshop/Seminar</p> <p>Satisfactory - 1 National level seminar/workshop or 1 State level seminar/workshop + 1 institution level seminar/workshop or 4 institution seminar/workshop</p> <p>Unsatisfactory – Not falling in above two categories</p>				
3.	<p>If library has a computerized database then</p> <p>Grading Criteria</p> <p>Good – 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling in above two categories</p> <p style="text-align: center;">OR</p> <p>If Library does not have a computerised database then</p> <p>Good – 100% Catalogue database made up to date</p>				

	<p>Satisfactory – 90% Catalogue database made up to date Unsatisfactory – Catalogue database not upto mark. (To be verified in random by the CAS Promotion Committee)</p> <p>Grading Criteria : i) Good: Checked inventory and missing book less than 0.5% ii) Satisfactory – Checked inventory and missing book less than 1% iii) Unsatisfactory – Did not check inventory OR Checked inventory and missing books 1% or more.</p>				
4.	<p>Checking inventory and extent of missing books i) Good: Checked inventory and missing books then 0.5% ii) Satisfactory: Checked inventory and missing book less than 1% iii) Unsatisfactory: Did not check inventory OR Checked inventory and missing books 1% or more.</p>				
5.	<p>(i) Digitisation of books database in institution having no computerized database. (ii) Promotion of library network. (iii) Systems in place for dissemination of information relating to books and other resources. (iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities. (v) Design and offer short-term courses for users. (vi) Publications of at least one research paper in UGC approved journals.</p> <p>Grading Criteria : Good: Involved in any two activities Satisfactory : At least one activity Not Satisfactory : Not Involved / undertaken any of the activities.</p>				
Overall Grading	<p>Good : Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory : Satisfactory in Item 1 and satisfactory/good in any other two items including Item 4. Not satisfactory : If neither good nor satisfactory in overall grading.</p>				
Note:	<p>(1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment. (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion. (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.</p>				

Assessment Criteria and Methodology for Assistant Director / Deputy Director of Physical Education and Sports (for those who are not involved in teaching Physical Education and Sports)

Table 9

S. No.	Activity	Activities Actually undertaken	Verification as per record by HOD/Director / Incharge	Grading	Page No.
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend. Grading Criteria: 90 and above – Good Above 80 but below 90 – Satisfactory Less than 80 – Not Satisfactory				
2.	Organizing intra college competition Grading Criteria: Good – Intra College competition in more than 5 disciplines Satisfactory – Intra college competition in 3-5 disciplines. Unsatisfactory – Neither good nor satisfactory				
3.	Institution participating in external competitions Grading Criteria : Good – National level competition in at least one discipline plus State / District level competition in at least 3 disciplines Satisfactory – State level competition in at least one discipline plus district level competition in at least 3 disciplines OR District level competition in at least 5 disciplines. Unsatisfactory – Neither good nor satisfactory				
4.	Up-gradation of sports and physical training infrastructure with scientific and technological inputs. Development and maintenance of playfields and sports and physical Education facilities. Grading Criteria: Good / Satisfactory / Not-Satisfactory to be assessed by the Promotion Committee				

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5.	<p>(i) At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition.</p> <p>(ii) Being invited, for coaching at state/national level.</p> <p>(iii) Organizing at least three workshops in a year.</p> <p>(iv) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extra curricular college activities.</p> <p>Grading Criteria : Good: Involved in any two activities.</p> <p>Satisfactory : 1 activity</p> <p>Not Satisfactory: Not involved / undertaken any of the activities</p>			
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Overall Grading	<p>Good: Good in item 1 and satisfactory / good in any two other items.</p> <p>Satisfactory: Satisfactory in item 1 and satisfactory / good in any other two items.</p> <p>Not satisfactory : If neither good nor satisfactory in overall grading.</p>
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Note:

- (1) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment.
- (2) The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical Education and Sports and also the CAS Promotion committee.
- (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.

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MAHARISHI DAYANAND UNIVERSITY ROHTAK

PROFORMA FOR ANNUAL SELF APPRAISAL REPORT FOR THE ACADEMIC YEAR _____

1. General Information

- a) Name: _____
- b) Designation: _____
- c) Department: _____
- d) Faculty: _____
- e) Mobile No. _____
- f) Email ID _____
- g) Residential Address _____

2. Teaching

a) Class Taught

Sr.	Name of Class	Workload assigned in the Year (Both Semesters)				Workload taken in the Year				Percentage of workload undertaken	Steps taken for the deficit teaching workload, if any due to leave etc.
		L	T	P	Total	L	T	P	Total		
1											
2											
3											
4											
5											
										Average % -	

*Lecture (L), Tutorial (T), Practical (P)

b) Details of examination related duties / responsibilities / assignment in MDU, Rohtak-

- i. Evaluation of answer script

- ii. Internal Evaluation

- iii. Paper Setting

- iv. Assessment of Assignments

- v. Conduct of Examinations

- vi. Evaluation of dissertations/project reports/summer training reports etc.

3. Professional Competences

a) Details regarding Refresher Course/Orientation Programme or other courses /workshops attended

b) Administrative assignment(s)

c) Membership / Participation in bodies / committees on education and national development

d) Any other

4. Research Contributions :

a) Research Supervision:

	At the beginning of the Academic year	Registered during the Academic year	Completed During the year
PG (Dissertation, Project Report etc.)			
Ph.D.			

b) Publications:

i. Research Articles published

Sr. No.	Title	Journals in which published	No./Vol./Date of Publication	Co-authors; If any	Web of Science / SCOPUS / UGC CARE Listed	Thomson Reuter Impact Factor

ii. Books:

Sr. No.	Title	Publisher	Author	National / International	Year of Publication

iii. Chapter in Edited Books:

Sr. No.	Title	Publisher	Author	National / International	Year of Publication

iv. Books Edited

Sr. No.	Title	Publisher	Author	National / International	Year of Publication

v. Translation work in Indian and Foreign languages by qualified faculty

Sr. No.	Title	Publisher	Authors

vi. Research Projects

Sr.No.	Title	Funding Agency	Month of Commencement	Whether completed during the year	If not completed, expected date of completion

vii. Consultancy: _____

viii. Patents:

Sr. No.	Name of Patent	Details of registration	Level

ix. Policy Document

Sr.No.	Name of Policy Document	Name of Agency to whom submitted	Level

x. Details of Seminars, Conferences and Symposia organized

xi. Membership of Professional/Academic bodies, editor-ship of journals etc.

5. Creation of ICT - mediated Teaching Learning Pedagogy, Content Development of Innovative courses and curricula

Sr. No.	Particulars	Author(s)

6. MOOCs / e-contents development

7. a) Awards / Fellowship

b) Other Achievements

8. Invited Lectures/Resource Person/Paper presentation in Seminars / Conferences / full papers in Conference Proceedings

Sr. No.	Title of the Paper/lecture	Organized by (with dates)	Level

9. Extension work/Social/Community outreach activities:-

Please give a short account of your contribution to:

a. Co-Curricular Activities

b. Enrichment of campus life. (Hostels, Sports, and Cultural activities)

c. Student welfare and discipline

10. Brief assessment of performance

a. Contribution to University/Department activities / Corporate governance

b. Any other

11. Any other information about contribution not covered above and which is relevant to a proper assessment of activities.

12. How do you rate yourself on the basis of above Self Appraisal Report on a 10 points scale:

Note: Please attach separate sheet wherever necessary.

I certify that the information given above is correct and factual to the best of my knowledge and belief.

Date / /

Signature of the Faculty Member

Forwarded with observations, if any

Date / /

Signature of the Head of the Department

Registrar



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MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC
Registration & Scholarship Branch

Appendix - C/24
Annexure - A/94

Minutes of the meeting of the following Committee constituted by the Vice-Chancellor for framing the rules and terms & conditions for the institution of "Chaudhary Sarup Lal Gulia & Bharpai Devi Merit Scholarship" held on 16.08.2023 at 04:00 pm in the office of the Dean Academic Affairs:

The following members were present

1. Dean Academic Affairs	Convener
2. Head, Department of Political Science	Member
3. Finance Officer	Member
4. Assistant Registrar (R&S)	Member
5. Prof. (Retd.) Ranbir Singh Gulia (Donor)	Member

The Committee after detailed discussion recommended the following rules for the above said scholarship is as under:

1. PURPOSE:

Award of Scholarship namely "Chaudhary Sarup Lal Gulia & Bharpai Devi Merit Scholarship". A tribute to the parents of Prof. (Retd.) Ranbir Singh Gulia (Donor) by helping the meritorious students for their career build-up. He has deposited a Cheque amounting Rs. 5 lacs. (five lacs) bearing Cheque no. 075250 dated 13.06.2023 which was accepted by the authorities and the same was invested in the shape of FDR in order to earn maximum annual interest.

2. Eligibility

- The value of Scholarship will be Rs. 1000/- pm i.e. 12000/- annually to each student.
- The Scholarship will be given to the two eligible topper students (1 boy & 1 girl) who has secured the highest marks among the boys/girls in previous year of MA Political Science (cumulative of 1st & 2nd semester together in 1st attempt), pursuing final year of MA Political Science in UTD, M. D. University, Rohtak

3. PROCEDURE

The Head of the Department shall recommend and forward the name of the two eligible students pursuing final year of MA Political Science in UTD, M. D. University, Rohtak along with attested copies of detailed marksheets/result & merit list duly verified by the concerned Result Branch

On the basis of the recommendations of the Head of Department, Political Science, the Registrar shall notify the name of Awardees'.

4. OTHER TERMS & CONDITIONS OF AWARD

1. The Scholarship is to be given every year.
2. In case of more than one eligible candidate, the Scholarship would be awarded on the basis of merit to be determined exclusively on marks obtained by the applicants in final year examinations of the Graduation course in preceding year.

[Handwritten signature]
16/8/23

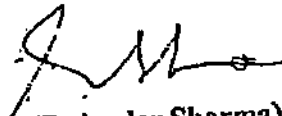
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16/8/23


[Handwritten signature]
16/8/23


Contd.: 2

3. The award of scholarship shall commence from the session 2024-25 which will be awarded from the interest accrued from the endowment fund deposited by the Donor. The income from the endowment will be used only for awarding scholarship and not for any other purpose.
4. The scheme of scholarship will not be discontinued without written confirmation of the Donor. If, the scholarship will be discontinued due to any reason then the amount deposited by the donor will be treated as University Property.
5. The donor may be required to deposit additional amount, in case, there is change in rate of interest and the accrued amount of interest fall short of the amount.
6. In case of dispute, if any, the decision of the Vice-Chancellor shall be final and binding on all concerned.


(Surendra Kumar)
15/8/23


(Rajender Sharma)


(Mukesh Bhatt)
16/8/23


(Ranbir Singh Garia)
16/8/23


(Madhubala)
16/8/23

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 18.05.2023 AND 05.07.2023 IN THE OFFICE OF THE DEAN ACADEMIC AFFAIRS FOR MAKING GUIDELINES AND DEFINING MODALITIES OF RESEARCH RELATED PUBLICATION ISSUES AND TO PREPARE ACTION PLAN ETC.

Following were present:

1. Dean Academic Affairs -Convener
2. Director, IQAC
3. Director, Research
4. Director, IPR
5. Librarian
6. Prof. Harish Kumar, Dept. of JMC
7. Prof. Jaiveer Dhankhar, Dept. of History

The Committee deliberated over the issues at length and made the following recommendations:-

1. The Committee finalized the Roles and Responsibilities of the Chairs as well as Annual Report Performa for the chair as per Annexure A.
2. The Committee finalized the Guidelines for publication of an edited book by the Chair Professor/Director as per Annexure B.
3. The Committee finalized the Annual Report Proforma for Chairs as per Annexure C.
4. The Committee also recommended that there should be a common secretarial assistance facility for the chairs.

Meeting ended with a vote of thanks to the Convener.


(Surendra Kumar)


(Narasimhan B.)


(Anil Chhillar)


(Harish Dureja)


(Satish Malik)


(Jaiveer Dhankhar)


(Harish Kumar)

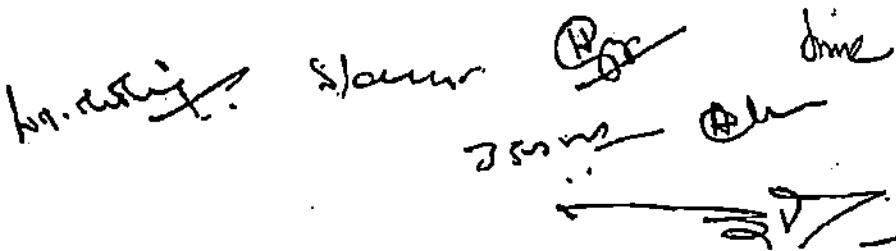
MAHARSHI DAYANAND UNIVERSITY, ROHTAK
ROLE AND RESPONSIBILITIES OF CHAIRS

The role and responsibilities of Chairs established in the University as per guidelines of UGC are as follows.

1. To engage in research and, in turn, contribute to the advancement of knowledge in the area of the study.
2. To strengthen the role of university/academics in public policy making.
3. To design and execute short-term capacity-building programmes for teachers in higher education focused towards the designated discipline of the Chair.
4. To provide a forum for inter-university/inter-collegiate Post Graduate and Research level dialogues, discussion meetings, seminars/summer & winter schools.
5. To publish articles/research papers/reports/books/ monographs.
6. To participate in teaching and Ph.D. programme of the Department/Institute/Centres, if required.

Monitoring of the chairs

1. The Annual Report of the chairs should be submitted on or before 31st August of every year and a presentation of the same shall be presented before the committee constituted by the Vice-Chancellor for this purpose. The Chair Professor shall be responsible for submission of an annual report to the University.
2. The Chairs should be attached to relevant University Teaching Departments (UTDs) / Centres / Institutes. This will enable the chairs to carry out the research activities in concerned departments and proper utilisation of funds.
3. The University will submit a final report on the activities and the outcome of the chair to the UGC after five years (in case of UGC funded chairs). The UGC may undertake the exercise of reviewing the Chair for its continuance, at any stage.
4. The Chair Professor shall mandatorily organize at least one Conference per semester in the research area related to the Chair.


 A collection of handwritten signatures and initials in black ink, including names like 'S. Kumar', 'D. Singh', and 'A. Singh', along with various scribbles and marks.

GUIDELINES FOR PUBLICATION OF AN EDITED BOOK BY THE CHAIR PROFESSOR/DIRECTOR

1. The Chair Professor/Director will prepare a concept note (approx. 3-4 pages) highlighting the significance and rationale of the edited book. The concept note will be in the theme of the research area of the Chair. The concept note may include the proposed table of contents of the book having 10-15 chapters.
2. The Chair Professor/Director may invite atleast 40% chapters from the eminent scholars outside the University and 60% from within the University.
3. An honorarium of Rs. 5000/- per chapter, if selected for publication, will be paid to the eminent scholars outside the University.
4. The Chair Professor/Director will act as Editor of the Book and may involve the other editors from the University or outside the University depending upon the requirement of the book.
5. The concept note alongwith proposed table of contents and the proposed contributors will be discussed with the reputed publisher alongwith publication Committee as proposed under:-

a. Dean Academic Affairs	-Convener
b. University Librarian	- Member
c. Two Professors nominated in the concerned field	-Member
d. Chair Professor/Director	-Member Secretary
6. The publication Committee will finalize the terms and conditions of the publication with the publisher.
7. The Editor(s) of the book shall involve reviewers to assess quality of the chapter.

Handwritten signatures and initials:
 - A large signature on the left, possibly "K. R. ..."
 - "S. ..."
 - "D. ..."
 - "S. ..."
 - "D. ..."
 - A large signature at the bottom right, possibly "R. ..."

Performa for Annual Report of the Chair

Section A: Basic description

Sr No	Basic Details	Response
1	Name of the Chair	
2	Year of Establishment	
3	Details of the Chair Professor	
4	Funding status (University/Government)	
5	Does it approved by UGC, (if yes share the approval letter)	
6	Objectives of the Chair (Enclose a copy of the strategic plan)	

Section B: Annual Report

1	Details of the seminar, workshop, conference, short term training programmes, etc., conducted in previous academic year. (Enclose the copy of the event report, attendance chart with a few photographs of the event)					
	Title of the programme	Objective	No of Participants Male Female		Period (Start Date- --End date)	Funding source
2	Details of the research projects executed under the chair					
	Title of the research project	Details of the beneficiaries Male Female		Period (Start Date- --End date)	Funding source	Funds Mobilized
3	Books/ Research publication/ Monographs published in previous year. Enclose proof of the same.					
	Title of Book/ publication/ Monographs	Year, Volume No (Issue No), Page number	Details of the Publisher	ISBN/ ISSN No	Sr.No. in UGC CARE list	Citation database (Scopus/WoS/ICJ/any other)
4	Details of any other significant contribution made in previous academic year					

Section C: Next-year Plan in reference to the Chair's objective (minimum 100 words)

Handwritten signatures and notes:
 1. *Signature*
 2. *Signature*
 3. *Signature*
 4. *Signature*
 5. *Signature*

Signature of the Chair Professor

Copy of extract of Reso. No. 21 of Executive Council's meeting held on 31/12/2021.

21. Revision of Intellectual Property Rights (IPR) Policy

Considered the action taken by the Vice-Chancellor in anticipation approval of the Academic Council/Executive Council in approving the revised Intellectual Property Rights (IPR) Policy on the recommendations of the Committee (Annexure A/29 pages 207-227, already circulated).

(The above action taken by the Vice-Chancellor has already been approved by the Academic Council vide Reso. No. 13 of 28.12.2021).

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

ACADEMIC BRANCH

Endst.No.AC-VI/F- 137/Vol.-I/22/ 1968-2167

dated 24/1/22

Copy of the Resolution No. 21 of the Executive Council's meeting held on 31.12.2021 is forwarded to the following for information and necessary action:-

1. All the Deans/Directors/Heads of the Faculties/Departments/Institute, M.D.University, Rohtak.
2. Director, Centre for IPR Studies, M.D.University, Rohtak
3. Director, DDE, M.D.University, Rohtak.
4. Controller of Examinations, M.D.University, Rohtak.
5. Proctor, M.D.University, Rohtak.
6. Provost (Boys/Girls), M.D.University, Rohtak.
7. Finance Officer, M.D.University, Rohtak.
8. Director (University Computer Centre), M.D.University, Rohtak with the request to upload the same on the University website.
9. Deputy Registrar/Assistant Registrar/Incharge (R&S/Colleges/R - I/II/III/IV/Secrecy/Conduct/Re-evaluation/Establishment-NT/T), M.D.University, Rohtak.
10. All the Principals of the Colleges, affiliated with M.D.University, Rohtak.
11. The Director, Public Relations, M.D.University, Rohtak.
12. P.A. to Vice-Chancellor/Dean Academic Affair/Registrar, M.D.University, Rohtak.
13. Superintendent (Academic-II), M.D.University, Rohtak.

M 2
21/01/2022
Superintendent (Academic)



MINUTES OF THE MEETING HELD ON 07.07.2021 AT 10:00 AM IN THE COMMITTEE ROOM ADJACENT TO REGISTRAR OFFICE, MAHARSHI DAYANAND UNIVERSITY, ROHTAK TO CONSIDER THE REVISION OF IPR POLICY.

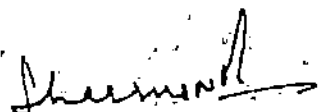
The following members were present:-

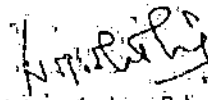
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| 1. Prof. Nov Rattan Sharma, Dean, Academic Affairs | Chairman |
| 2. Prof. Narasimhan B., Director, IQAC | Member |
| 3. Prof. Anil Chhillar, Director, Research | Member |
| 4. Prof. Harish Dureja, Director, Centre for IPR Studies | Member |
| 5. Dr. Rajiv Kumar Kapoor, Dept. of Microbiology | Member |

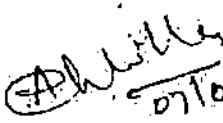
1. Revision of existing Intellectual Property Rights policy of M.D. University, Rohtak.

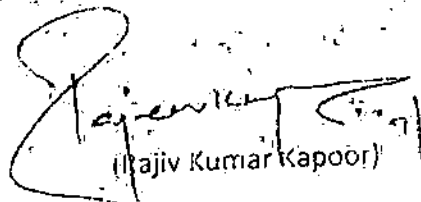
The committee deliberated over the existing Intellectual Property Rights policy of Maharshi Dayanand University, Rohtak 2018 and after incorporating suitable modifications approved the revised Intellectual Property Rights Policy (Annexure X).

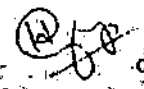
The meeting ended with the vote of thanks to the Chair.


(Nov Rattan Sharma)


(Narasimhan B.) 07/07/2021


(Anil Chhillar) 07/07/2021


(Rajiv Kumar Kapoor) 07/07/21


(Harish Dureja) 07/07/2021



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Intellectual Property Rights Policy

M. D. University, Rohtak

1. Preamble

Maharshi Dayanand University, Rohtak (hereinafter referred to as MDUR), is committed to transform lives and serve the society through pursuits of excellence in teaching, innovation, lifelong learning, cultural enrichment and outreach services. MDUR came into existence by an Act No. 25 of 1975 of the Haryana Legislative Assembly in 1976, with the objective to promote inter-disciplinary higher education and research in the fields of environmental, ecological and life sciences.

MDUR recognizes the importance of intellectual property rights through patents, copyrights, trademarks and all other forms of IPRs as recognized by the Indian laws, from time to time. MDUR is committed to ensure an effective IP management system that would act as an incentive for innovators who are engaged in knowledge creation. This would lead to greater professional recognition besides monetary gains through licensing fees and royalties to the researchers. Also, this would likely to lead to further innovations thus resulting in faster technological progress. Recognizing the importance of protecting the intellectual property rights, MDUR has framed Intellectual Property Rights Policy (hereinafter referred to as IPR policy).

The IPR policy is expected to fulfill the commitment of the MDUR to promote academic freedom and conducive environment for research and development. This IPR policy aims to provide guidance and training to academic staff, students, supporting staffs and outside agencies on the practices and the rules of the MDUR regarding intellectual property rights (IPRs) and obligations which include the nature of intellectual property (IP), its ownership, exploitation, technology transfer and confidentiality requirements.

This policy is in accordance with the National IPR Policy. In case of any issue of ambiguity/conflict, the provision of the National IPR Policy shall prevail.

2. Objectives

The objectives of the Policy are as follows:

- a) to promote academic freedom and safeguard in creation of intellectual property at MDUR;
- b) to create an environment for acquiring new knowledge through training, innovation and research, compatible with the educational mission of the MDUR;
- c) to make the creator of IPR aware of the applicable laws and rules of IPR in force for ensuring their compliance; and



- d) to preserve the academic freedom to publish the research results and make them aware that if they do decide on public release, the patent system cannot be brought into play thereafter;
- e) to ensure that once the creator of IPR decides to explore the prospects of commercialization of IP, they must disclose it to the MDUR, while continuing to keep the information confidential until patent applications are being processed;
- f) to provide a comprehensive single window reference system for all intellectual property rights issues relating to intellectual property generated at the MDUR;
- g) to frame standards for do's and don'ts for the creators of intellectual property and their sponsors relating to inventions, discoveries and original works originating from the MDUR;
- h) to safeguard the interest of creator of intellectual property and provide fair distribution of returns accruing from the commercialization of IPR;
- i) to help in introducing prudent IP management practices within the MDUR to promote an IPR culture;
- j) to provide legal support, wherever necessary, to defend and protect the intellectual property rights obtained by the MDUR against any infringement/unauthorized use.

3. Applications of Policy

The IPR Policy and the subsequent Regulations are applicable to all University academic staffs, students and supporting staff, and shall be interpreted in compliance with current Indian Intellectual Property Acts and National IPR policy.

4. Intellectual Property and Ownership

The University strongly encourages the applied research and development activities of its faculty members, students and supporting staff for the benefit of the public, with the terms of collaboration with any third parties generally consistent with this Policy, including the sharing of benefits.

When the University chooses to proceed in the transfer and commercial application of an invention, it shall award to the inventor(s) a reasonable share of proceeds from royalties and/or other income which may arise from such commercial application, as an incentive to participate in the protection of IPRs and its transfer to application, as further defined in the Regulations.

This policy covers all types of IPRs, as recognized by the Indian laws for the time being in force, and shall cover the following IPRs in particular:

- Patents
- Copyrights
- Trademarks & Service Marks
- Designs, Integrated Circuit layouts and other creative works
- Plant Varieties

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U.S. Trade Marks
The ownership of the
MDUR. In cases of a
free invention the
owner is

4.1 Patents

This section refers to intellectual property that is patentable or protectable by confidentiality agreements. Ownership of all inventions made by the creators within the scope of their technical expertise and/or assigned duties, conceived using the university infrastructure shall be owned by and assigned to the University. The MDUR will take steps to commercialize the property through patenting or agreements (Licensing).

- a) The intellectual property created through sponsored research will be governed as per details given in Section 7.1.1.
- b) Royalty accruing or any type of payment received from the commercialization of the MDUR-owned intellectual property will be shared between the MDUR and the creators as per Section 9.1.

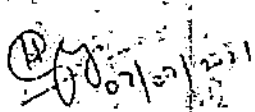
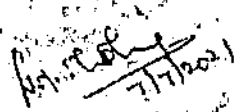
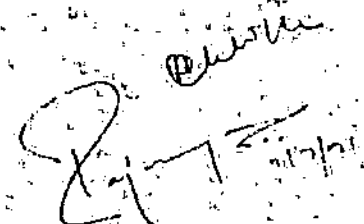
4.2. Copyrights

The MDUR will not own the rights in copyrightable works such as books, articles, monographs, lectures, speeches and other communications produced by the staff in the course of research and teaching using MDUR resources.

Ownership of copyright of all copyrightable work shall rest with the author(s) with the following exceptions:

- a) The ownership of IP shall be determined in accordance with the specific provisions related to IP, made in contracts, if the work is produced during the course of sponsored and/or collaborative activity.
- b) The MDUR shall be the owner of the copyright of work, including software, created by the MDUR personnel with significant use of MDUR resources. The MDUR may demand assignment of the copyright in whole or in part depending on the degree of MDUR-supported resources used in producing the copyrightable work.
- c) The MDUR shall be the owner of the copyright on all teaching materials developed by the MDUR personnel as a part of any of the academic programs at the MDUR. However, the authors shall have the right to use the material in their professional capacity. As the traditional exception, the MDUR shall not claim ownership of copyright on books and publications authored by the MDUR personnel.
- d) The MDUR shall be the owner of the copyright in work produced by non-MDUR personnel associated with any activity of the MDUR with the intellectual contribution of the MDUR personnel. However, the author(s) shall have the right to use the material in her/his professional capacity. The students and their concerned supervisor(s) will jointly have the ownership of copyright in the thesis, dissertation / project report written by students.

Where copyright has not been assigned to the MDUR, the MDUR will be entitled to a non-exclusive, non-transferable license to use the work within the MDUR for non-commercial educational and research purposes, or to possess a limited number of copies for such purposes, whichever is relevant. Any copyrightable work generated as a work for hire will belong to the MDUR as per the terms of the original contract.



4.3. Trade Marks & Service Marks

The ownership of trademark(s), service mark(s) created for the MDUR shall be with the MDUR. In cases of all IP produced at the MDUR, the MDUR shall retain a non-exclusive, free, irrevocable license to copy/use IP for teaching and research activities, consistent with the confidentiality agreement(s), if any, entered into by the MDUR.

The Director, Centre for IPR Studies, MDUR shall be responsible to take precautionary and/or corrective ensures to protect the Trade Marks and Service Marks owned by MDUR.

4.4. Designs, Integrated Circuit Layouts and other creative works

Designs, integrated circuit layouts and other creative work created by the MDUR personnel without significant use of the MDUR resources and not connected with the profession for which they are employed at the MDUR, shall be owned by the creator(s).

Designs and integrated circuit layouts produced during the course of sponsored and/or collaborative software activity, specific provisions related to IP made in contracts governing the collaborative activities shall determine the ownership of IP.

The MDUR shall be the owner of all inventions including designs, and integrated circuit layouts, created by a team of the MDUR and non-MDUR personnel associated with any activity of the MDUR. Non-MDUR personnel, who create invention(s) including software, designs, and integrated circuit layouts at the MDUR, without any intellectual contribution of the MDUR personnel and significant use of the MDUR resources, shall be the owner of such invention(s).

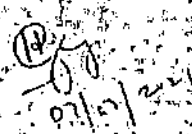
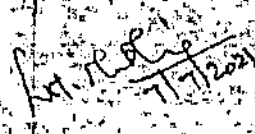
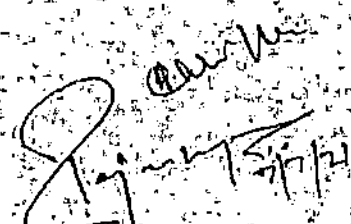
Except as stipulated above, the MDUR shall be the owner of all invention(s) including, design, and integrated circuit layouts, created at the MDUR.

4.5. Plant Varieties

In India, protection is available for any "new plant variety or hybrid which possesses the characteristics of "Distinctness, Uniformity and Stability" or "DUS". The registration of a new variety with the Central Government's "National Registry of Plant Varieties" provides (a) exclusive rights to breeders (or their employers) for production and marketing of the variety, (b) authorizes use of registered varieties by scientists and researchers for development of further improved plant materials, and (c) provides clear rights to Indian farmers to collect and use the seeds harvested from their own crops for planting for their next crop.

MDUR's plant varieties of field, horticultural and agro-forestry crops, including the new, extant, essentially derived varieties (EDV) and transgenic plants protected as per the PPV & FR Act/ plant variety protection (PVP) laws of other countries, will constitute its protectable IP. These include:

- a) All extant varieties of MDUR, i.e., the previously notified varieties under section 5 of the Seeds Act, 1966, which have not completed 15 years from date of their notification. Protection of these varieties will be secured at the earliest.
- b) New plant varieties identified for their worth (value for cultivation and use) in MDUR, which fulfill the essential criteria of distinctiveness, uniformity, and stability under the PPV & FR Act.
- c) MDUR's plant varieties and transgenic plants, protectable as per corresponding PVP laws of other countries, in the form of PVP certificate, plant patent, etc.

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5. Legal status of IPR policy

This policy shall be applicable from the date notified by the MDUR. Any addition, insertion and / or deletion from the policy document, which curtails the rights of a researcher, will not operate retrospectively. Any alterations in this policy will not take effect until the UIPRMC (as mentioned in Section 6b) takes a decision, and such changes would be effective for inventions and other research results arising out in the future.

An employee is required to observe the MDUR's policy on IPRs as may be decided by the UIPRMC from time to time.

Penalties

Aside from penalties which may arise from the violation of any other law or MDUR policy or guideline, any persons found to have violated any of the provisions of this policy will undergo disciplinary/legal action as decided by the UIPRMC.

Repealing clause

This Policy expressly repeals the relevant clause(s) inconsistent with it.

6. IPR Administration

Institutional Arrangement for IP Management

a) Centre for IPR Studies

- The Centre for IPR Studies work as a nodal agency to facilitate the creator(s) of MDUR in training, filing, applications for generation of IPRs, under the appropriate Indian / foreign law(s), wherever applicable, as the case may be, in conformity with the national issues & public interests.
- Centre for IPR Studies will be headed by a Director, and have a Deputy Director. The Director will be nominated amongst the Professors of University and Deputy Director will be nominated amongst the Assistant Professors or Associate Professors of the University by Honorable Vice-Chancellor, M.D University, Rohtak.
- The Centre for IPR Studies shall be responsible for MDUR's IPR management under the guidance of following two committees:

b) University Intellectual Property Rights Management Committee (UIPRMC)

The UIPRMC will be organized at MDUR, Rohtak for the management of its IPR regime. The UIPRMC will be the apex decision-making body concerning IPR management. The Committee will be constituted of following members:

- | | |
|--------------------------|----------|
| 1. Vice-Chancellor | Chairman |
| 2. Dean Academic Affairs | Member |
| 3. Registrar | Member |
| 4. Director Research | Member |

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- 5. Two Deans of the Faculties
- 6. Two Faculty Members
- 7. Two Outside Experts (as per the domain requirement)
- 8. Director, Centre for IPR Studies

- Members
- Members
- Members
- Member Secretary

(The Dean of the faculty, faculty members and outside experts shall be nominated by the Vice Chancellor for a period of 3 years. The TA/DA and honorarium is admissible for outside experts will be paid as per University Rules for attending the meeting.

c) University Intellectual Property Rights Technical Committee (UIPRTC)

The UIPRTC shall be responsible for the technical evaluation of any IPR related matter for further handling of generated IP on case to case basis. The constitution of committee is as follows:

- 1. Dean Academic Affairs
- 2. Director, Centre for IPR Studies
- 3. Director Research
- 4. Concerned HOD/Director
- 5. Applicant/Creator
- 6. Two Outside Experts
- 7. Patent Agent
- 8. Deputy Director, IPR

- Chairman
- Member
- Member
- Member
- Member
- Members
- Member
- Member Secretary

(The two outside expert and patent agent shall be nominated by the Honorable Vice Chancellor for a period of 3 years. The experts from patent information centre, HSCST, Haryana and from TIFAC, DST, New Delhi preferably be invited. In addition, the subject expert in the particular field, if needed, will also be invited after due approval from the Vice Chancellor. The TA/DA and honorarium is admissible for outside experts and patent agent as per University Rules for attending the meeting).

6.2. Responsibilities

6.2.1 Responsibilities of creator(s)

- a) To make an invention, disclosure, in a thorough and timely manner of all inventions, discoveries and other works in which an IPR may be claimed and in which University has stake/share as described in this policy.
- b) To provide such assistance as may be necessary throughout the assignment process to protect and affect transfer of the intellectual property.
- c) To return all records and documents that is necessary for the protection of the intellectual property.
- d) To abide by all commitments made in license, sponsored research and other agreements made in accordance this Ordinance.
- e) To cooperate with the University with full responsibility in resolving all conflicts as may arise with respect to the IPRs concerning to him/her and to make timely disclosure of such information which may hint towards any potential conflict relating to IP.

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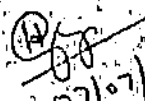

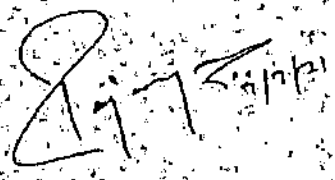
6.2.2. Responsibilities of MDUR

- a) To manage IPR, including cost of patent / copyright, etc; assigning it for economic use or licensing it similarly on terms to be finalized jointly by Centre for IPR Studies, creator(s) and financing agency, if any, for the research project which lead to such an invention/creation, in situation when inventor/creator has withdrawn the right of management of intellectual property from the specialist agency due to their non-performance.
- b) Provided that income from any such assignment/licensing for economic use will necessarily be receivable by the University in totality, and distribution of inventor's/creator's and financing agency's share will be the exclusive responsibility of the University.

7. Procedure for obtaining IPR through MDUR

Any creator(s) desirous of filing an IPR application in connection with an innovative work done by them shall follow the procedure outlined below:

1. The creator(s) shall submit a detailed proposal along with IPR agreement form (Annexure I) Invention Disclosure form (Annexure II) and Confidentiality Agreement form (Annexure III) to the Director, Centre for IPR Studies, outlining their request to file an IPR application. The creator(s) may suggest names of outside experts who are qualified to evaluate the creative work can also be a part of the UIPRTC. The outside experts will be invited after due approval by the Honorable Vice Chancellor. The Inventors must submit a No Objection Certificate (NOC - Annexure IV) along with application form, if any of the inventors is affiliated to an organisation/Institution other than MDU. NOC from co-supervisor should also be required in case the invention is a outcome of joint supervision with a supervisor from a different organization/Institution. The application shall be processed by the office of Director, Centre for IPR Studies, as per the Intellectual Property Rights Policy of the MDUR. The prior-art search will be performed by the external agency and the inventors have to respond to the queries raised during prior art search. Inventors have to help in detailed analysis of the relevant patents reported as prior art by the external agency. The Centre for IPR Studies shall have the right to consult on a confidential basis with appropriate IP domain expert in order to assess the patentability and commercial potential of the claimed IP.
2. The creator(s)/inventors shall give a presentation and participate in ensuing discussions thereof, about their submitted proposal before UIPRTC. UIPRTC will assess the proposal and prepare its report on the basis of criteria laid down in Section 6.2.1. If required the proposal might be considered for early publication by the UIPRTC, subject to the approval of Honorable Vice Chancellor.

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3. On the recommendations of the UIPRTC, outside expert(s)/Patent Agents, may be empanelled/employed by the MDUR (on terms & conditions to be approved by the Vice-Chancellor) for handling the IPRs generated by the MDUR.

4. All forms of intellectual property generated during the course of research and development, such as Patents, Copyrights, Design registrations, Trademarks, etc. will, essentially, follow the same procedure as above.

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The UIPRTC of the MDUR will evaluate the disclosure made by the creator/inventor and determine whether there is a good prima facie case for believing that the intellectual property has economic value and it needs IPR protection. The MDUR shall communicate its decision to the creator, normally within 30 days from the date of creator(s) disclosure, regarding whether:

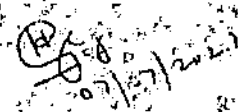
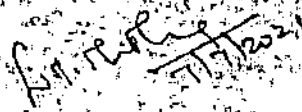
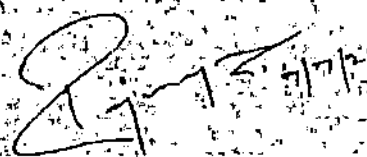
- i. MDUR decides to own the intellectual property;
- ii. MDUR is decides not to own the intellectual property;

7.1.1 Where the MDUR decides to own the IPR

- In this case, the MDUR will initiate all the steps to file the IPR under the relevant statutes, bearing the costs of the same. In this process, MDUR may hire external agencies or consult the patent agent and the creator(s) shall furnish such additional information and execute such documents, from time to time as may be reasonably requested for effective protection and maintenance of proprietary rights of the MDUR in the Intellectual property.
- Specific provisions relating to IPR made in contracts governing the collaborative /sponsored activity shall determine the ownership of IP in case of sponsored or collaborative research. Usually where there has been external corporate, foundation, trust, Government or industrial funding of any project, the intellectual property generated from such a project shall be owned by the University, creator of intellectual property and the funding agency jointly, under a specific agreement with the University.

7.1.2 Where the MDUR decides not to own the IPR

- It shall merely record the fact of the creation of the intellectual property without prejudice to the rights of the creator and hold all information communicated in this regard by the creator, secret and confidential.
- The MDUR will have no liability to keep the information secret and confidential if the intellectual property subsequently either comes into public domain or is commercialized (either by the creator(s)).
- The MDUR will be entitled to a non-exclusive, non-transferable license to use the work within the MDUR for non-commercial educational and research purposes.

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- The creator(s) will be free to file IPR independently and use it in consonance with Indian IPR laws.
- The creator(s) must mandatorily maintain the University address as applicants address/Address for service in Form-1 while filing the patent application, if he/she is the employee of the M. D. University.

7.2. Authority of Contracts

All Commitments, Agreements, Memoranda of Understanding, etc. relating to technology transfer of MDUR-owned intellectual property will be granted in the name of the MDUR for and on behalf of the MDUR by the Registrar and Director, Centre for IPR Studies.

7.3. Filing of IPR applications in foreign countries

- Subject to the provisions of section 39 of the Patent Act, 1970 the MDUR shall, decide on the suitability of protection of the invention in foreign countries within six months of filing the Complete IP Application in India if, on secrecy direction is received from Patent Office.
- If the MDUR opts not to undertake such protection in any specific country requested by the inventor(s) relating to the application where no secrecy has been imposed by the Patent Office, the MDUR shall assign rights of the IP in that country to the creator(s) for the purpose of such protection.

7.4. Maintenance of IP rights

- The University will pay the Patent Fees for the first five years in all cases where patent is taken by the University (Registrar of the University jointly with Creator).
- If it is a joint patent with a sponsoring agency, the patenting costs may be equally shared. If the patent has been commercially exploited within the first five years, the University shall pay the Patent Fees for the remaining period of the life of the patent. If the patent has not been commercially exploited within the first seven years, the University and the creator(s) shall share the subsequent instalment(s) of renewal fees on 50:50 basis.
- If the creator(s) does not show interest in such renewals, the University can either continue the patent by paying the fees for its full term or withdraw application for the patent protection at its discretion.

8. Technology Transfer

- MDUR (on recommendation of UIPRTC) shall take all decisions for Technology Transfer, regarding any IP generated within MDUR, in accordance with relevant IPR laws.
- The MDUR shall strive to market the IP and identify potential licensee(s) for the IP to which it has ownership. The creator(s) are expected to assist in this process.
- MDUR shall explore the possibility of commercial exploitation of IP and also see the possibility to extend the benefits of IP for social upliftment.

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- The Centre for IPR Studies may also organize specific industry interactions for helping the inventors in showcasing their IPs and may contract the IP to Technology Management Agencies (Government/Private), which manage the commercialization of the IP.

While showcasing their IP, the creator(s) and Centre for IPR Studies shall answer the following questions before initializing market evaluation, licensing and technology transfer:

- Does the technology offer a cheaper and / or a better way of accomplishing something?
- Are there competing technologies available and if so how much better is the invention?
- Does the invention provide a technological answer to an existing problem?
- Does it have the potential for creating a new market?
- How much investment, in both time and money, will be required to bring the invention to the market place?
- Will the inventors continue to work on the invention?
- What will be the potential pay-off for a company that makes an investment in the development of the invention?

- The MDUR, may contract the IP to Technology Management Agencies (Government/NGO/Private), regarding the social and/or commercial exploitation of the IP.

Licenses may be awarded on an exclusive or non-exclusive basis and may provide for payment of license fees, milestones, royalties or other income to the owner(s) of the intellectual property. In case of IP arising out of sponsored research, following guidelines will be followed for licensing:

- When the creator(s) generates an IP at MDUR, the sponsor will get an option to license the resulting IP on terms to be negotiated on a case-by-case basis. The sponsor has to either accept or refuse its first-refusal option within 90 days of the date of the offer of the option by the University to the sponsor. If the University find that the sponsor has not taken steps to commercialize the property within one year of acceptance of the option, the University will be free to revoke the license. Confidentiality agreements will continue to apply in that event.
- If the sponsor refuses to exercise his or her first-refusal licensing option, the University will proceed to commercialize the IP in such manner as it deems fit.

9. Terms and Conditions

9.1. Revenue sharing

The revenue generated from the Intellectual Property shall be distributed as follows:

- When the individual researcher or a team of researchers is the creator and has used substantial MDUR resources, the Revenue shall be shared amongst the creator(s), the

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10. Dispute Resolution
Any disputed issues shall be decided as per

MDUR and Support Staff (as recommended by the principal creator) as 50%, 40% and 10% respectively.

- b) When the creation is the result of funded research, the income from economic use to be received from the Institution funding the research will be on revenue sharing basis at the level determined in the agreement assigning economic use of intellectual property to that institution when it is the economic user. Thus, for example, an outside funding agency may stipulate (while awarding a research project) that all income generated from the IPRs (emanating out of the research project) shall be shared on a 1:1 basis, between the outside funding agency and MDUR. In such cases, the MDUR share shall be shared between the team of researchers, the MDUR and support staff (as recommended by the principal researcher) as 50%, 40% and 10% respectively.
- c) When a Company, Industry or Commercial Undertaking other than Funding Institution is the economic user, the income receivable from the economic user will be as provided in the licensing agreement with that Company, Industry or Commercial Undertaking. The MDUR will distribute the income it so derives to itself, researcher/team of researchers and support staff as in the preceding para.
- d) The shares as mentioned above shall be determined after deducting the direct expenses if any from the total income received by the MDUR.
- e) The creator(s) share would be declared annually and disbursement will be made to the creator(s) or their legal heir, whether or not the creators are associated with the MDUR at the time of disbursement.
- f) Co-creators i.e. research team members of IP shall sign at the time of disclosure a Distribution of IP earnings agreement, which shall specify the percentage distribution of earnings from IP to each co-inventor. The co-owners of intellectual property may at any time by mutual consent revise the distribution of IP earnings.

9.2. Consulting Agreements

Since consultancy comes to academic staff through MDUR channels and is administered centrally, any intellectual property arising from consultancy should be assigned to the MDUR in the interests of transparency and fair negotiation with consulting firms. The MDUR will offer a first refusal option on the licensing of such intellectual property rights to the consulting firm, as with sponsored research as laid out in earlier section. However, in recognition of the fact that a percentage of the consultant's fee is paid to the MDUR, the royalty arising from commercialization of intellectual property generated through consultancy will be distributed following the procedure as mentioned in preceding paras in these Guidelines. The creators who are engaged in consulting work or business should not be in conflict with MDUR policy or with the MDUR's prior contractual commitments. Such creators should make their MDUR obligations known to outside parties before they make such agreements and should provide such parties with copies of all applicable MDUR policies.


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10. Dispute Resolution

Any disputed issue related to the intellectual property or the interpretation of these Ordinances shall be decided as follows:

Any disputed issue that cannot be resolved with the assistance of the UIPRMC and UIPRIC shall be referred to a tribunal of Arbitration at the instance of the MDUR or at the request of the inventor or funding agency. The decision of this tribunal of Arbitration shall be final between the parties for any disputed issue related to intellectual property, revenue sharing or the interpretation of this policy.

The tribunal shall consist of one member appointed by the Vice Chancellor, one member nominated by the other party(s) and the Legal Advisor of the MDUR.

The process of resolving the dispute shall be completed expeditiously and except in unusual circumstances within two months.

The tribunal of Arbitration shall have power to regulate its own procedure in consonance with principles of natural justice.

11. Research funding to MDUR

In addition to budgetary support from the Government of Haryana, MDUR receives research funding from other public and private sector agencies as well as externally aided projects. In all such cases, IPR will be shared on mutually agreed terms. In the collaborative projects where more than one partner is involved, multilateral agreement / memorandum of understanding (MOU) will be signed and implemented together with a joint intellectual property management plan (JIPMP).

12. Miscellaneous

12.1 Handling of thesis, term papers and research submitted by students

It is a requirement in academia that the supervising teacher and the student must own the copyright of the thesis, which the student submits for the partial fulfillment of the requirements for an academic degree. However, the supervising teacher and the student will grant a non-exclusive, non-transferable royalty free license to the MDUR to use, in the course of non-commercial academic activity, the records and data generated in the course of the student's research.

Furthermore, it is possible that the research that the student carries out as part of the program of study may result in the generation of intellectual property other than the text of the thesis. Supervisors should advise the students during the course of their work that certain kinds of research may lead to the generation of intellectual property which will require protection of its commercial value through confidentiality, for which the student will have to forgo publication during the period of sealing of a patent. Care should be taken at all stages to see that no conflict of interest arises between the student's academic activities and the generation of intellectual property.

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This additional intellectual property will be assigned to the MDUR if:

• such property has been generated using MDUR-supported resources and is commercializable within the scope of this document. The MDUR will then have the rights in this intellectual property assigned to it while the copyright of the thesis in which this intellectual property is described or outlined will remain with the teacher and the student. The supervising teacher and the student will undertake to maintain confidentiality while the MDUR will restrict access to the thesis for a limited period.

• the student is employed to assist in execution of a sponsored project or program. The intellectual property rights in their contribution to that project will be governed by the terms of the contract between the student, the MDUR and the sponsoring body of the project.

• the intellectual property has been generated as a work-for-hire. In all such cases the student and/or his/her supervising teacher will retain the moral right to be identified as the creator of the intellectual property.

In the case of any intellectual property generated in the course of a student's program of study, it is the duty of the students and the supervising teacher to make sure that the publication/submission of such work does not violate any confidentiality agreement.

Where the thesis of a student contains details of commercializable intellectual property, the MDUR, the supervising teacher and the student must agree to keep the thesis, in part or whole, and all relevant documents, confidential until the process of securing statutory protection for the intellectual property is complete. It should be noted that the submission of the thesis for examination does not violate confidentiality, because the thesis remains confidential until the examination process is over.

It is to be noted that retention of the hard copy by the MDUR library is essential for meeting the requirements for a degree, and the supervising teacher and the student must agree to allow the abstract of the thesis to be made available electronically, the supervising teacher and the student will have the option to refuse releasing of the full electronic text of the thesis on any network. On the MDUR's part, the library has a duty to ensure that the use of the texts of thesis held by it is consonant with laws governing copyright and fair use, as well as sound academic practice.

12.2. Amendments

The MDUR reserves the right to amend these Ordinances at any time as required. The Executive Council upon recommendation by the UHPRTC may amend these Ordinances.

12.3. Waivers

The MDUR may grant a waiver from the provisions of these Ordinances on a case-by-case basis. All waivers must be in writing, supported by reasons and signed by the Vice-Chancellor. Any decision to grant a waiver will take into account the best interest of the MDUR and the facts of the particular situation. Every waiver and reasons for it shall be reported to the Executive Council in its next meeting.

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12.4. Educational Materials

Educational Materials represent a broad spectrum of copyright works. These materials encompass traditional educational materials such as material for lessons and course material as well as other methods of course delivery such as Internet based learning. The desire of the MDUR is to encourage the development of creative and effective educational tools and media in order to further the MDUR educational goals. Educational materials produced in the normal course will generally be owned by the creator of the educational material. Certain circumstances, may however, give rise to claim of joint ownership by the MDUR. Because all possible circumstances cannot be envisioned by this Ordinance, each particular situation will have to be evaluated on its own facts to determine ownership interests.

12.5. Moral Rights

The MDUR recognizes the moral rights of the creators of intellectual property and shall endeavour to protect these rights. These include the right of fair attribution of authorship or invention, the need for the work not to be altered in such a way that it harms the reputation of the creator and an opportunity for the creator to be involved in determining the final outcome of his/her labour.

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Annexure 1, IPR AGREEMENT FORM

INTELLECTUAL PROPERTY AGREEMENT BY THE INVENTOR/CREATOR

1. Name (CAPITAL LETTERS)

2. I submit that by virtue of:

- My employment at MDUR and /or
- My participation in research at MDUR
- Opportunities provided or to be provided by MDUR which result in significant use of MDUR funds and facilities, and/or
- Opportunities to have a share in royalties and other inventor(s)/author(s) as per Intellectual Property Guidance.

I, hereby agree that:

A. I shall promptly disclose and assign to MDUR any right to all inventions, copyrightable materials, computer software, semiconductor mask patterns, tangible research property and trade marks (Intellectual Property) conceived, invented, authored or validated to practice by me, solely or jointly with others which:

- (i) are outcome of sponsored research or any other agreement to which I have direct or indirect participation or
- (ii) are outcome of substantial utilization of MDUR resources or
- (iii) is an outcome of "work-for-hire" as per IPR guidelines.

B. I shall cooperate with MDUR to obtain, protect or exploit the intellectual property through legal protection such as patent, copyright etc.

C. I shall make available all documentation of MDUR intellectual property.

D. I shall surrender to MDUR the documents related to intellectual property if I leave MDUR for any reason or at any other time asked for such documents.

E. The agreement will survive the termination of my employment or other association with MDUR.

(Name, signature and designation of the Inventor/Creator)

Countersigned by:

(Name, signature and designation of the IOD/Centre)

- Note: 1. Tick whichever is applicable.
- 2. To be signed individually by each inventor/creator.

[Handwritten signatures and dates]

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Annexure II. Disclosure Guidelines

When the creators believe that they have generated patent-able or commercialise-able intellectual property using MDUR-supported resources, they shall report it promptly in writing along with relevant documents, data and information, to the Centre for IPR Studies, MDUR, through the appropriate authority using the Invention Disclosure Form of the MDUR. Disclosure is a critical part of the IP protection process for claiming the inventorship. The information shall constitute a full and complete disclosure of the nature, particulars and other details of the intellectual property, identification of all persons who constitute the creator(s) of the property, and a statement of whether the creator believes he or she owns the right to the intellectual property disclosed, or not, with reasons. Where there are different creators of components that make up a system, the individual creators and their contributions must be identified and treated separately. In case of the sponsored and/or collaborative work the provisions of the contract pertaining to disclosure of the creative work is applied. By disclosure, the inventor(s) shall assign the rights of the disclosed invention to the MDUR.

Statement by creators

The creators of intellectual property under the terms of this policy shall be required to determine and to state that to the best of their knowledge the intellectual property does not infringe on any existing copyright or other intellectual property or other legal rights of third parties.

If any part of the work is not the original work or creation of the creators, the creators must show that the necessary permission for use has been obtained from the owner, or state the reasons for believing that such permission is not necessary as the use constitutes fair use. They will further certify that the work contains no libelous material nor material that invades the privacy of others.

In case a third party alleges infringement of their rights by a creator and the Centre for IPR Studies, MDUR finds prima-facie that the creator may have made false claims, the MDUR will take immediate steps to dissociate itself from the said intellectual property.

All agreements with creators should indemnify the MDUR against all damages arising out of such litigation.

Invention Disclosure Form

PART A

MDUR INVENTION/TECHNOLOGY DEVELOPMENT DISCLOSURE

1. Title of the project / invention
2. Inventor(s) / collaborator(s) filing the patent
Name, Designation, Deptt., Centre, Office Address, Office Phone, E-mail
3. Principal Investigator (s)

(Signature)

10.10.2014

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4. Sponsor(s) / Source of funding of the project / consultancy with or without prior contractual agreement

- 5. Is the work bound by any agreement / contract / MOU?
- 6. Is the patent (to be filed) for a process or product?
- 7. General area of the patent
- 8. Description of the invention (not more than 100 words)
 - A. The problem for which solution was researched
 - B. The invention namely the solution to the problem
- 9. Origin of the idea / invention: by whom and when?
- 10. Any help received from others in conception of the idea?
- 11. Date of start of the project
- 12. Give literature search details
 - A. Journals and other publications
 - B. Patent databases
- 13. Has the work been displayed anywhere, if yes, when?
- 14. First record of initial idea / invention (Oral/written/conceptualisation)
- 15. Has the work been reported / published / presented oral or poster anywhere (if yes, give full description)?
- 16. Has any related patents been filed by the inventor?
- 17. Information available in the published literature (prior art) about the problem tackled
- 18. Unique features about the work done with respect to prior art
 - B. Is the work a mere extension of common known knowledge?
 - C. Has the work filled a major gap in prior art? If yes, a brief description of this gap.
 - D. Any environmental issues?
 - E. What aspect of the invention needs protection?
- 19. Has the work been systematically and chronologically documented?
- 20. Commercial aspects of the invention/ technology developed
- 21. Any costing of the product / process / invention been done?
- 22. Any industries / companies interested in licensing the work
- 23. Is the work
 - A. Completed and results validated?
 - B. At a basic conceptualisation stage?

Enclosure (signed) - Preliminary details of disclosure
I agree to assign to MDUR my rights in the invention.

Inventor's Signature _____ Dated _____

(Name, signature and designation of the innovator/Creator)
Note: All inventor(s) with their name should sign. Each page of the enclosed documents must be signed by the inventor(s).

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PART B. INVENTION DISCLOSURE FORM

Please fill the form as elaborately as possible which may help in prior art search and further in drafting the patent.

For Patent to be filed

1. Name of the inventors.
2. Provide a brief descriptive title of the invention.
3. Please provide an abstract or summary of the invention.
4. State the problem or problems that motivated or required a solution provided by this invention.
5. Please provide a short explanation of how this invention solves the problem(s). In your description, include links to relevant online documents including at least one drawing.
6. List out the known ways about how others have tried to solve the same or similar problems? Indicate the disadvantages of these approaches. In addition, please identify any prior art documentation or other material that explains or provides examples of such prior art efforts.
7. List out the features of your invention which are believed to be new and distinguish them over the closest technology.
8. Are there alternative ways of implementing your invention that are different from what you have disclosed? Specifically, if someone knew your solution to the problem you solved (Question 3), would it be easy for them to come up with an alternative solution to the same problem that did not include your invention? Please explain.
9. Please describe how the invention is implemented by the help of relevant figures.

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Annexure III. Confidentiality Guidelines

All MDUR personnel and non-MDUR personnel associated with any activity of the MDUR shall treat all IP related information which has been disclosed to the JPR&TTC and/or whose rights are assigned to the MDUR or whose rights rest with the MDUR personnel as confidential. Such confidentiality shall be maintained till such date as is demanded by the relevant contract, if any, between the concerned parties unless such knowledge is in the public domain or is generally available to the public. Having filled the Disclosure Form, the creator shall maintain confidentiality i.e. refrain from disclosing the details, unless authorized otherwise in writing by the MDUR, until the MDUR has assessed the possibility of commercialisation of the intellectual property.

Subject to the right of academic freedom the MDUR staff shall not directly, except in the proper course of their duties, either during or after a period of their appointment, disclose to any third party or use for their own purposes or benefit or the purposes of any third party, any confidential information about the business of the MDUR unless that information is public knowledge or he/she is required by law to disclose it.

The following guidelines should be followed when dealing with confidential information in the context of third parties such as commercial organizations:

i. The amount of information given to prospective licensees before the signing of any confidentiality or secrecy agreement should in no case exceed or fall outside that which is set out in the Technology Profile Form for any particular intellectual property.

ii. When a third party is interested in commercialising an item of intellectual property on offer after inspecting the relevant Technology Profile, they may apply on the prescribed form and with the deposition of the required fee for transfer of the technology. They will be required to demonstrate their capacity to commercialise the technology to the MDUR's satisfaction. The MDUR will then require the third party to sign contractual confidentiality or secrecy agreements undertaking to maintain the confidentiality of all information disclosed, before any further disclosure is made. The format of the Bilateral Secrecy Agreement should be followed.

iii. Third parties must obtain express authorization writing from the MDUR to commercialise/exploit the intellectual property. Confidentiality agreements will continue in force even if the commercialisation process is aborted at any stage. However, it is recommended that no disclosure should be made if there is any doubt as to the outcome of the commercialisation process.

iv. If running royalties are to accrue to the MDUR and the creator, the licensees must be bound by their contract to take adequate measures to protect that matter from becoming known to others through the licensee's practice, and thereby made available to others whose activities may adversely affect royalty returns.

v. Access to areas where MDUR-owned intellectual property, including confidential information is made available, seen or used, and to confidential documents, records, etc. is to be limited only to those who are creators or are bound by confidentiality agreements.

vi. Creators and/or MDUR personnel must take care not to disclose confidential details of MDUR-owned intellectual property in their publications, speeches, or other communications.

(Signature of Creator/Inventor)

Handwritten signatures and dates: 07/07/21, 7/7/21, 7/7/21

Annexure IV. Format for NOC

No Objection Certificate

(To be signed by head of the institute/Research Organization on its Letter Head)

Name of institute/Research Organisation/Company with Address or any of its personal/authorities state that we have no objection whatsoever in pursuing and/or being a co-applicant or claiming any right in any part of patent protection for the patent application filed by Mahatma Dayanand University, Rohtak with Name of Person as inventor. Further, we will not claim any right or share in the patent application where Name of Person is an applicant or inventor.

We have no clause in employment agreement with Name of Person which states that all the Intellectual property generated by the employee during the course of his/her employment with the Name of institute/Research Organisation/Company belongs to college.

Head of Institute/ Research Organisation/
Company

Place:

Name & Designation
Official Seal

Date:

Handwritten signatures and dates:
A. G. S. 07/07/21
A. K. S. 07/07/21
A. K. S. 07/07/21
A. K. S. 07/07/21





MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

Appendix - C/29

ACADEMIC BRANCH

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 20.09.2023 IN THE OFFICE OF THE DEAN ACADEMIC AFFAIRS, M.D.UNIVERSITY, ROHTAK TO REVISIT THE IPR POLICY IN VIEW OF THE RECOMMENDATIONS OF THE COMMITTEE DATED 18.07.2023

Following were present:

1. Prof. Surendra Kumar, Dean Academic Affairs --Convenor
2. Prof. Arun Nanda, Dean Research and development
3. Prof. Harish Dureja, Director, Centre for IPR Studies
4. Dr. Rajeev Kapoor, Dy. Director, Centre for IPR Studies

The Committee considered its recommendations dated 18.07.2023 (Annexure I) duly approved by the Vice-Chancellor and made the following recommendations with regard to revise the existing IPR Policy:

1. Clause 6: IPR Administration

- (a) No Change
- (b) University Intellectual Property Rights Management Committee (UIPRMC):
 - The position of 'Director Research' may be replaced with 'Dean, Research and Development'
- (c) University Intellectual Property Rights Technical Committee (UIPRTC):
 - The position of 'Director Research' may be replaced with 'Dean, Research and Development'
 - The "Director IQAC" be included at Sr. No. 5 of the Committee members and accordingly, the other members be renumbered accordingly.

2. Clause 7: Procedures for Obtaining IPR through MDUR

The point (5), (6) and (7) be inserted:

- (5) Every faculty member has two options to file an IP document:

Option 1: Faculty members can directly file the patent themselves or through a third party. In this case, they will be reimbursed for filing fees, early publication fees, request for examination fees, and NBA fees (if applicable) along with a fee of INR 5,000 for a Patent agent upon production of receipts. If the patent is granted, an additional payment of INR 10,000 may be made to the concerned faculty member. Reimbursements will only be provided if the IP is filed in the name of the Registrar, MDU Rohtak. No reimbursements will be paid for applications where the Applicant and Co-applicant is an individual.

Stamps

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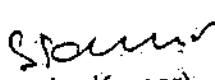
Option 2: Faculty members can choose to have the complete application drafted and filed by the university's IPR office/Centre for IPR Studies. All expenses for filing the patent, early publication, and request for examination fees will be borne by the university.

(6) The Registrar, MDU, Rohtak, shall remain the applicant for all IP applications filed by faculty members of the university. In case of joint applications, the co-applicant will also be the Registrar of Maharshi Dayanand University (MDU) Rohtak. If a faculty member from MDU wishes to file a patent application as an inventor with a faculty member from another university, a No Objection Certificate (NOC) from the office of the Centre for IPR Studies is required to file the patent application. In such cases, the co-applicant of the IP application will be the Registrar, MDU Rohtak, and the faculty member's name shall remain in the inventor list with his address mentioning the name of the department and university in the patent application.

National Biodiversity Authority

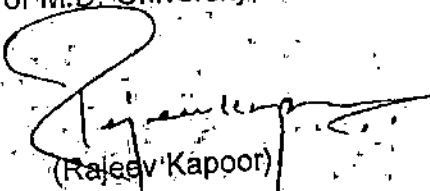
(7) NBA Approval Requirement for Patent Filing Involving Biological Resources:
Clause: Prior to the submission of any patent application related to inventions utilizing biological resources, it is the sole responsibility of the inventor(s) to obtain the necessary approval(s) and comply with all relevant regulations and laws, including those pertaining to access and benefit-sharing (ABS), as required by the Nagoya Protocol or other applicable international agreements and domestic laws.

3. All the Heads/Directors of Departments/Institutes should inform all the faculty members under their purview to disclose any Intellectual Property Rights (IPR) filed or owned by them. Faculty members be encouraged to cooperate in transferring the rights of such IPR to the Registrar of M.D. University, Rohtak as per provisions of the IPR Policy.


(Surendra Kumar)


(Arun Nanda)


(Harish Dureja)


(Rajeev Kapoor)

MAHARSHI DAYANAND UNIVERISTY ROHTAK

Minutes of the meeting of the IPR Technical Committee constituted by the Worthy Vice-Chancellor held on 18-7-23 at 11:00 AM in the Office of the Dean, Academic Affairs, M. D. University, Rohtak to enhance the pace of patent filings of the university.

The following members were present:

- Prof. Surendra Kumar, Dean Academic Affairs: Convener
- Prof. Anil Chhillar, Director Research: Member
- Prof. Harish Dureja, Director, Center for IPR Studies: Member
- Dr. Rajeev Kumar Kapoor, Dy. Director, CIPRS: Member Secretary

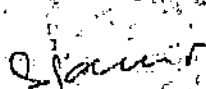
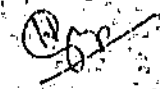
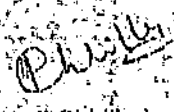
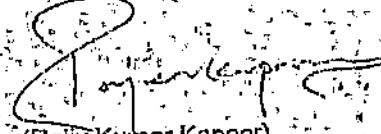
The committee discussed the proposal of empanelling a patent agent to accelerate the pace of patent filing by the university. The committee resolved that every faculty member may be provided two options as to file an IP application in order to accelerate the patent filings by the University:

Option 1: Faculty members can choose to have the complete application drafted and filed by the university's IPR office/ Centre for IPR studies. All the expenses for filing of patent, early publication and request to examination fees will be borne by the university.

Option 2: Faculty members can directly file the patent themselves or through a third party. In this case, a reimbursement of INR 12,000 may be provided to the concerned faculty member towards the cost incurred for filing of patent, early publication and request to examination fees. In case the patent is granted, an additional payment of INR 10,000 may be made to the concerned faculty member. Reimbursements will only be provided if the IP is filed in the name of Registrar of MDU Rohtak, and no reimbursements will be paid for applications, where the Applicant and Co-applicant is an individual.

The committee further resolved the following:

- (1) The Registrar, MDU, Rohtak shall remain the applicant for all IP applications filed by faculty members of the university. In case of joint applications, the co-applicant will also be the Registrar of Maharshi Dayanand University (MDU) Rohtak.
- (2) If a faculty member from MDU wishes to file a patent application as an inventor with a faculty member from another university, the No Objection Certificate (NOC) from the office of the Centre for IPR Studies is required to file the IP application. In such cases, the co-applicant of the IP application will be the Registrar, MDU, Rohtak, and the faculty member's name shall remain in the inventor list with his address mentioning the name of department and university in the IP application.
- (3) The IPR Policy of the University may be revised in view of the above recommendations.
- (4) The committee also resolved that information about all patents filed by the University faculty members should be shared with office of Centre for IPR Studies.

(Surendra Kumar) (Harish Dureja) (Anil Chhillar) (Rajiv Kumar Kapoor)

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR IN LIGHT OF THE 50 RESO. NO. 38 DATED 17.01.2023 TO PREPARE (I) THE ORDINANCE OF ENGAGING PROFESSOR OF PRACTICE IN HIS (II) A NEW CHAPTER CONTAINING GUIDELINES FOR ALL THE FACULTIES I.E. DISTINGUISHED VISITING FACULTY, HONORARY FACULTY, VISITING PROFESSOR, VISITING FELLOW, ADJUNCT FACULTY, PROFESSOR EMERITUS, FLOATING FACULTY AND PROFESSOR OF PRACTICE AND TO REPLACE THE CHAPTERS 1, 2 AND 3 OF UNIVERSITY CALENDAR VOL. III WITH THE NEW CHAPTER HELD ON 07.06.2023 AND 10.10.2023 IN THE OFFICE OF DEAN ACADEMIC AFFAIRS.

The following members are present:-

- | | |
|--------------------------|----------|
| 1. Dean Academic Affairs | Convener |
| 2. Prof. A. S. Mann | Member |
| 3. Prof. Narasimhan B. | Member |
| 4. Prof. Harish Dureja | Member |
| 5. Registrar | Member |

The committee deliberated upon the issue and after detailed discussion recommended the following:

1. The guidelines for engaging Professor of Practice in the University (Annexure-A)
2. Regarding creating a single chapter containing guidelines for Distinguished Visiting Faculty, Honorary Faculty, Visiting Professor, Visiting Fellow, Adjunct Faculty, Professor Emeritus, Floating Faculty and Professor of Practice in place of already exist Chapters 1, 2 and 3 of University Calendar Vol. III in order to avoid repetitions, the committee recommends that this issue may be discussed in its next meeting.


(Surendra Kumar)


(A. S. Mann)


(Narasimhan B.)


(Harish Dureja)


(Gulshan Lal Tandon)

Guidelines for Engaging Professor of Practice in the University

The National Education Policy 2020 seeks to transform higher education by focusing on skill-based education to meet needs of the industry and the economy. Further, the NEP also recommends integrating vocational education with general education and strengthening industry-academia collaboration in AICTEs. For skilling of youth at the optimum level, learners are required to think like employers and employers are to think like learners. Towards this, the UGC has taken a new initiative to bring the industry and other professional expertise into the academic institutions through a new category of positions called "Professor of Practice". This will help to take real world practices and experiences into the class rooms and also augment the faculty resources in higher education institutions. In turn, the industry and society will benefit from trained graduates equipped with the relevant skills. 'Professor of Practice' may be engaged with the following objectives, eligibility, duties and responsibilities and other conditions:

1. Objectives:

- i. To develop courses and curriculum to meet the industry and societal needs and enable the University to work with industry experts on joint research projects and consultancy services which will be mutually beneficial;
- ii. To bring in distinguished experts from various fields such as engineering, science, technology, entrepreneurship, management, chartered accountancy (CA), commerce, social sciences, media, literature, fine arts, civil services, armed forces, legal profession and public administration into the academic institutions;
- iii. To enable the University to formally associate with persons of eminence and encourage them to participate in experiential learning, research, training, skilling, entrepreneurship and extension and to play mentoring role.

2. Eligibility:

- i. Distinguished experts who have made remarkable contributions in their professions from various fields such as engineering, science, technology, entrepreneurship, commerce, social sciences, media, literature, fine arts, civil services, armed forces, legal profession, community development, panchayat raj, rural development, watershed development, water harvesting, organic farming, small green energy systems, municipal planning, community participation, gender budgeting/planning, inclusive development of tribes and public administration among others. Those who have proven expertise in their specific profession or role with at least 15 years of service/experience, preferably at a senior level, will be eligible for Professor of Practice.
- ii. A formal academic qualification is not considered essential for this position if they have exemplary professional practice in their field. These experts shall also be exempted from the requirement of publications and other eligibility criteria stipulated for the recruitment of faculty members at the Professor level. However, they should possess the skills to carry out the duties and responsibilities specified in Section 3.
- iii. The number of Professors of Practice, at any point in time, should not exceed 10% of the sanctioned posts in the University.

3. Duties and Responsibilities:

- i. Involvement in the development and designing of courses and curriculum.

(Handwritten signatures and initials)

- ii. Introduction of new courses and deliver lectures as per institutional policies.
- iii. To encourage students in innovation and entrepreneurship projects & provide necessary mentorship for these activities.
- iv. To focus on enhanced industry-academia collaborations.
- v. To conduct jointly in collaboration with regular faculty member of the institution, workshops, seminars, deliver special lectures and training programmes.
- vi. To carry out joint research project or consultancy services in collaboration with the regular faculty member of the concerned HEI.

4. General Conditions:

- i. The engagement of Professor of Practice will be for a fixed term.
- ii. The engagement of Professor of Practice will be exclusive of the sanctioned posts of a University. It will not affect the number of sanctioned posts and the recruitment of regular faculty members.
- iii. 'Professor of Practice' is not open for those in teaching profession - serving or retired.
- iv. The maximum age limit for engaging 'Professor of Practice' would be 75 years.

5. Categories of Engagement:

It is envisioned that Professor of Practice may be engaged in one of the following categories:

- A. Professor of Practice funded by Industries
- B. Professor of Practice funded by the University from own resources
- C. Professor of Practice on Honorary basis

A. Professor of Practice funded by Industries:

Today's industry looks for graduates with specific skill sets. But the higher education system is churning out graduates who fall short of the required skills. As a result, many industries now hire graduates and provide adequate training before employing them. Involving experts from industry in teaching will benefit both the industry and the higher educational institutions. For engaging industry experts and professionals in this category, the University may collaborate with the industries to support the Professor of Practice positions.

B. Professor of Practice funded by the University from own resources:

The University may assess the required gap areas in different fields and engage experts working in leadership positions in various fields. In this category, the remuneration for the Professor of Practice would be made by University from own resources as indicated below:

Remuneration:

Part-time/Full-time engagement; Consolidated amount, mutually agreed between the institution and expert.

C. Professor of Practice on Honorary basis:

Experts fulfilling the eligibility criteria for the Professor of Practice may like to share their expertise with students and come forward to teach on honorary basis. Such experts may be engaged on honorary basis as Professor of Practice and their services may be utilized for the benefit of the students.

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The University may, however, decide on the amount of honorarium to be paid to the Professor of Practice in this category from their own resources.

6. Procedure for selecting 'Professor of Practice'

- a) The Vice-Chancellors may invite nominations from eminent experts for Professor of Practice positions.
- b) The experts willing to serve may also be nominated or they may send their nomination to the Vice-Chancellor with a detailed biodata and a brief write-up about their potential contribution to the University.
- c) Such nominations will be considered by a selection committee consisting of Dean Academic Affairs (Chair), two senior Professors from the University and one eminent external member to be nominated by the Vice-Chancellor. Based on the recommendations of this committee, the Academic Council and the Executive Council or statutory bodies of the University will decide on the engagement. The Registrar will act as the Secretary to the Selection Committee.

7. Tenure



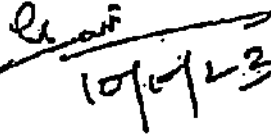
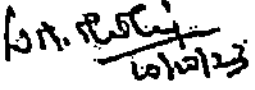
The engagement may be initially for up to one year. At the end of the initial engagement or subsequent extension, the University will make an assessment through a monitoring committee comprising the following and take the decision about extension based on the contribution and requirement of the experts engaged as Professors of Practice:

- i) Dean Academic Affairs
- ii) Dean of the concerned Faculty/Relevant Faculty
- iii) Head/Director of the concerned or relevant Department/Institute/Centre to be nominated by the Vice-Chancellor
- iv) Registrar (Member Secretary)

The maximum duration of service of Professor of Practice at a given institution should not exceed three years and is extendable by one year in exceptional cases and the total service should not exceed four years under any circumstances.

8. Power to Interpret and to Remove Difficulties

In case of ambiguity as to the meaning and import of any provisions, the Vice-Chancellor shall have the power to interpret these rules and issue such administrative instructions as may be necessary to give effect to them. Further, if any difficulty arises in giving effect to the provisions as above, the Vice-Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances and other Regulations as appears to be necessary or expedient to remove the difficulty, however, subject to ratification of such order by the Statutory Body of the University.



 S. Kumar
10/10/23
 
 10/10/23
 
 10/10/23

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(Amended vide E.C. Reso. No. 22 of 30.10.2023)

Appendix - c/29

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO CONSIDER / REVISIT RECOMMENDATIONS KEEPING IN VIEW THE GUIDELINES OF VARIOUS REGULATORY BODIES INCLUDING UGC REGARDING ELIGIBILITY FOR TEACHING ASSIGNMENTS AND OTHER ACADEMIC ACTIVITIES AND HONORARIUM/REMUNERATION THEREOF FOR ENGAGING SERVING / RETIRED TEACHERS / CORPORATE / ADMINISTRATIVE PROFESSIONALS, PH.D. SCHOLARS / PH.D. DEGREE HOLDERS AND MASTER PROGRAMME STUDENTS OF THE TECHNICAL / PROFESSIONAL COURSES HELD ON 19.09.2023 & 11.10.2023 IN THE COMMITTEE ROOM ADJACENT TO VICE-CHANCELLOR'S OFFICE:

The following members are present:-

1.	Prof. A. K. Rajan, Director, CCDD	Convener
2.	Dean Academic Affairs	Member
3.	Dean (R&D)	Member
4.	Director, IQAC	Member
5.	Dean Students Welfare	Member
6.	Dean, Faculty of Engg. & Technology	Member
7.	Registrar	Member

(Dean Students' Welfare and Dean, Faculty of Engg & Technology could not attend the meeting on 19.09.2023).

The committee deliberated the issues at length on each and every point and recommended the following-

1. Engagement of Retired Teachers for Curriculum Based Lectures

Retired teachers may be engaged either from State / Central Government Universities or affiliated Government/Government Aided Colleges on lecture basis. Such engaged teachers may be paid remuneration / honorarium @Rs.1000/- per lecture of one hour and they may be engaged for teaching maximum of two courses in a semester and total honorarium to be paid to such a teacher shall be maximum of Rs. 35000/- per month and a maximum of Rs. 1,20,000/- per semester.

Note: No TADA will be paid for such engagement.

2. To revisit the existing remuneration @ Rs. 7500/- being paid to the serving teachers of the University for taking additional paper (course) / classes -

i) Additional workload of only one course may be assigned to a teacher after approval from the competent authority. Remuneration @Rs. 3000/- per credit course per month subject to maximum of Rs. 45,000/- per semester may be paid. Normally, full course shall be assigned as additional workload, however, in exceptional case a part of the course may also be allowed to be taught @Rs. 3000/- per credit course per month. For assignment of more than one paper, prior approval must be taken from the Vice-Chancellor with Justification/Specific Reasons.

ii) Serving teachers from State / Central Government Universities and their affiliated Government/Government Aided Colleges may also be engaged on lecture basis. Such engaged teacher may be allowed to teach one course in a semester and they may be paid remuneration / honorarium @Rs. 3000/- (for Local) and Rs.4000/- (Outstationed) per

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Dr. Ravi

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By

Ravi

credit course per month subject to maximum of Rs. 45,000/- (for Local) and Rs. 60000/- (Outstationed) per semester may be paid.

iii) A non-teaching employees working in the M. D. University, if otherwise eligible for teaching assignment, may also be engaged on lecture basis and he/she may be paid remuneration / honorarium @Rs. 750/- per hour (subject to maximum of 10 hours per month) for teaching beyond his/her duty hours.

Note: No TA/DA will be paid for such engagement.

3. Honorarium to be paid to the Resource Persons / Distinguished or Eminent Speakers / Experts who are invited for various academic activities (like Extension/enrichment Lecture etc.) and other activities requiring expert inputs:

Sr. No.	Expert	Professor or equivalent*	Associate / Assistant Professor or equivalent**
A From Academic Field			
	i) Outside Resource Person	Rs. 2000/- per session of one hour/one and half hour subject to delivery of two lectures in a day to a maximum of Rs. 6000/- for three lectures, if the programme is of more than one day.	Rs. 1500/- per session of one hour/one and half hour subject to delivery of two lectures in a day to a maximum of Rs. 4500/- for three lectures, if the programme is of more than one day.
	ii) Local Resource Person	Rs. 1500/- per session of one hour/one and half hour subject to delivery of two lectures in a day to a maximum of Rs. 4500/- for three lectures, if the programme is of more than one day.	Rs. 1000/- per session of one hour/one and half hour subject to delivery of two lectures in a day to a maximum of Rs. 3000/- for three lectures, if the programme is of more than one day.
B Distinguished Speaker / Expert			
	Distinguished Speaker/ Expert who have made remarkable contributions and proven expertise in their fields.	Rs. 5,000/- per hour subject to a maximum of Rs. 10,000/- per day and Subject to maximum of 3 days in a week and maximum of 8 days in a month	

- * Professionals from other domains (Corporate, Administration, Judiciary, Engineering, Artists, etc.) working at senior level position with at least 15 years experience in the domain.
- ** Professionals from other domains (Corporate, Administration, Judiciary, Engineering, Artists, etc.) having 10 years experience in the domain to be treated equivalent to Associate Professor and having 5 years experience in the domain to be treated equivalent to Assistant Professor.

4. (a) Engagement of Ph.D. Scholars for curriculum based teaching assignments:

Ph.D. Scholars who are not getting kind of scholarship and are eligible for teaching as per norms of UGC / other regulatory bodies may be engaged for teaching @Rs. 500/- per hour for theory class and @Rs. 250/- per hour for practical class subject to maximum of Rs. 14000/- per month and Rs. 45,000/- per semester.

[Handwritten signatures and initials]

(b) Engagement of Ph. D. Degree Holders for curriculum based teaching assignments:

Ph.D. Degree holders may be engaged as 'Visiting Teaching Associates' @Rs. 600/- per hour for theory class and @Rs. 300/- per hour for practical class subject to maximum of Rs. 20,000/- per month and Rs. 60,000/- per semester.

For engaging such candidates, applications from the interested candidates may be invited by uploading the information for the same on the website of the University and the selection may be made by the following committee:

- i. The Dean Academic Affairs or a Professor having at least 10 years of experience as Professor to be nominated by the Vice-Chancellor
- ii. One outside expert in the concerned subject nominated by the Vice-Chancellor
- iii. Dean of the concerned Faculty
- iv. Head/Director of the Department/Center/Institute who will act as Member Secretary
- v. An academican representing SC/ ST/ OBC / Minority / Women / Differently-abled categories to be nominated by the Vice-Chancellor or acting Vice-Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the Selection Committee does not belong to that category.

At least four members, including one outside subject expert shall constitute the quorum.
 Note: No TADA will be paid for such engagement.

5. Engagement of M.Tech. / M.Pharma. students in academic activities:

M. Tech. / M. Pharma. Students who are not in receipt of any fellowship may be engaged as 'Part Time Teaching Assistants' for B.Tech. / B. Pharma. to provide support to the faculty to ensure the effective delivery of the required materials and to foster a positive learning environment. Classes in the UIET / Deptt of Pharmaceutical Sciences, M. D. University, Rohtak and they be paid @Rs. 250/- per hour (maximum 6 hours in a week) subject to maximum of Rs. 6000/- per month and Rs. 20000/- per semester. The responsibility of 'Part Time Teaching Assistant' are highly variable but include Assisting Faculty with Classroom Instructions, records and assignments, delivering lectures, grading assignments or papers, preparing laboratory materials, proctoring examination etc.

6. Engagement of Resource Persons/ Professionals from Corporate / Industry for University Center for Competitive Examinations (UCCE):

Professor equivalent*	Associate / Assistant Professor / Scholar or equivalent**	School Teacher / Freelancer/ Practitioner having 3 years of experience in coaching for competitive examinations	Research Scholars (who are not getting any scholarship)
Rs. 2500/- per hour subject to maximum of Rs.6000/- per day	Rs. 2000/- per hour subject to maximum of Rs.5000/- per day	Rs. 1500/- per hour subject to maximum of Rs.4000/- per day	Rs. 750/- per lecture of one hour subject to maximum of Rs.15000/- per month

* As described in recommendation No.3 A.

Budget Head

Budget Head already created for Distinguished/Visiting Faculties may be modified by making provision of the budget for the engagements mentioned in Sr. No. 1, 2, 3 and 4(b). However, for 4(a) & 5, the engagement may be made under 'Student Centric Skill Based Incentive Scheme'. For Sr. No. 6, the budgetary provision already exists in University Center for Competitive Examination (UCCE). For 2(i), ^{and 2(iii)} the engagement may be made under 'salary based'


Power to Interpret and to Remove Difficulties:


In case of ambiguity as to the meaning and import of any provisions, the Vice-Chancellor shall have the power to interpret these rules and issue such administrative instructions as may be necessary to give effect to them. Further, if any difficulty arises in giving effect to the provisions as above, the Vice-Chancellor may, by order, make such provisions not in consistent with the Act, Statutes, Ordinances and other Regulations as appears to be necessary or expedient to remove the difficulty, however, subject to ratification of such order by the Statutory Body of the University.


Prof. A. IG Rajan


Dean, Academic Affairs


Dean (R&D)


Director, IQAC


Dean Students Welfare


Dean, Faculty of
Engg. & Technology


Registrar 11/10/2



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

Proceedings of the meeting of the Committee, held on 06.09.2023 at 4.30 PM in the Committee Room of the Registrar, constituted for framing the rules/ guidelines for purchase of various IT Products/ or devices of similar categories for the use of University Officers in line with the directions issued by the State Government.

The following were present:-

- | | |
|---|----------|
| 1. Prof. A.S. Maan
Dean, College Development Council | Chairman |
| 2. Prof. Pradeep Ahlawat
IMSAR | Member |
| 3. Prof. Rajesh Punia
Department of Physics | Member |
| 4. Prof. Tilak Raj
Department of Commerce | Member |
| 5. Mr. Mukesh Bhatt
Finance Officer | Member |
| 6. Sh. Subhash Bhardwaj
(O.S.D., Gen. Admn.) | Member |

In continuation to the deliberation in the meeting held on 09.09.2022, 19.09.2022 the Committee further discussed the matter regarding the rules/ guidelines/ policy and procedure for purchase of various IT Products/ or devices of similar categories for the use of University Officers in line with the directions issued by the State Government and resolved that the said rules may be adopted with following suitable modifications in r/o. entitlement(s):-

Sr	Item	Entitled Categories	Limit (in Rs.)
1	Laptops/NoteBook/UltraBook ChromeBook/Convertible/Notepad Phablet or devices of similar categories	Vice-Chancellor	100,000/-
		Dean Academic Affairs, Registrar	75,000/-
		Statutory Officers of the University	50,000/-
		HoD's and Directors of the University	40,000/-
2	Desktop/ All in one	Vice-Chancellor	70,000/-
		Dean Academic Affairs, Registrar	50,000/-
		Statutory Officers of the University	40,000/-
3	Laser Printer-cum-scanner-cum fax- cum-photocopier (Multifunctional devices)	Vice-Chancellor	21,000/-
		Dean Academic Affairs, Registrar	18,000/-
	Laser Printer	Statutory Officers of the University	15,000/-
		HoD's and Directors of the University	-
4	UPS	All Categories	5500/-

(A.S. Maan)

(Mukesh Bhatt) 6/9/23

(Pradeep Ahlawat)

(Tilak Raj)

(Rajesh Punia)

(Subhash Bhardwaj)

Haryana Government
Secretariat for Information Technology



हरियाणा सरकार
सूचना प्रौद्योगिकी विभाग

From ~~3/20/2000/35IT/2247~~
Principal Secretary to Government Haryana,
Electronics & Information Technology Department.

- To
1. All the Administrative Secretaries to Government Haryana.
 2. All the Head of Departments in Haryana.
 3. Registrar, Punjab & Haryana High Court.
 4. All the Divisional Commissioners in Haryana.
 5. Managing Directors/ Chief Administrators/Chief Executive Officers of all the Boards, Corporations etc. in Haryana.
 6. All the Deputy Commissioners in Haryana.
 7. Registrars of all the Universities in Haryana.

~~Subject: Policy and procedure for procurement, replacement and disposal of old and obsolete Telecommunications & Computing/ IT products, Electronics Items etc.~~

In supersession to this office letter bearing no. 3/20/2000/35IT/2247 dated 28th April, 2011 on the subject cited above, the Government has re-considered the matter and decided to revise the above referred policy/ procedure as per the enclosed Annexure 'A'.

2. This issues with concurrence of the Finance Department conveyed vide their U.O. No. 11/61/2014-1FD-III/19214 dated 01.10.2015.

Sr. Administrative Officer
for Principal Secretary to Government Haryana,
Electronics & Information Technology Department.

Encl. No. 3/20/2000/35IT/2270

Chandigarh dated, the 06. 10. 2015

A copy is forwarded to the following:-

1. Managing Director, HARTRON - with request to create store at ERDC, Ambala for disposal of items of Head offices of various Government Departments/ Organizations.
2. All DCs - cum - Chairman District IT Society in the State with the request to create a store at respective District for disposal of items of various Government Departments/Organizations located at District level.

Sr. Administrative Officer
for Principal Secretary to Government Haryana,
Electronics & Information Technology Department.

9th Floor, Haryana Civil Secretariat, Sector-1, Chandigarh, 160001

TEL: 91-172-274333, 1722-017431, Fax: 0172-274313
E-mail: it@haryana.gov.in, Website: www.haryanaitok.in



MAHARSHI DAYANAND
State University
NAAC Accredited 'A' Grade

UNIVERSITY, ROHTAK
Haryana Act. No. 25/1975

UCC - 18463
29/7/18

No. P&H/18/1191
Date: 24.07.2018

The Director,
University Computer Centre,
Maharshi Dayanand University,
Rohtak.

Sub: - To upload the Policy and procedure for procurement, replacement and disposal of old and obsolete telecommunication & Computing/IT products, Electronics Items etc on University Website and to send e-mail to all the HODs/ Directors/ Deans/ Branch officers.

Sir,

Kindly find enclosed herewith "Policy and procedure for procurement, replacement and disposal of old and obsolete telecommunication & Computing/IT products, Electronics Items etc." received from Electronics & Information Technology Department, Haryana Government on the subject cited above.

The matter has been considered by the Vice-Chancellor for adopting the instructions of Haryana Government regarding "Policy and procedure for procurement, replacement and disposal of old and obsolete telecommunication & Computing/IT products, Electronics Items etc." and he has passed orders to adopt the same in the University.

You are therefore kindly requested to upload the same on the University Website and send e-mail to all the HODs/ Deans/ Directors/ Branch Officers for taking further necessary action in the matter.

Yours faithfully

Officer on Special Duty
Purchase & Store Branch

Encl: As above

G. S. [Signature]
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ANNEXURE 'A'



GOVERNMENT OF HARYANA

Policy and procedure for procurement, replacement and disposal of old and obsolete Telecommunications & Computing/IT products, Electronics items etc.

ELECTRONICS & INFORMATION TECHNOLOGY DEPARTMENT

Policy and procedure for procurement, replacement and disposal of old and obsolete Telecommunications & Computing/IT products, Electronics items etc.

A. Procurement entitlements:

1. The revised financial limits/ entitlements for procurement of mobile phone instruments and the recurring user charges are governed by the instructions issued by the office of Chief Secretary to Government of Haryana from time to time. As for the computing equipments, these limits are fixed as under:

Sr. No.	Item	Entitled categories	Existing Limit	Revised Limit
i)	Laptops/Note book/Ultra book/ultra-note book/tablet/ phablet or devices of similar categories	All Ministers, CEs and MLAs, Group A class of officers of All India Service and State Service, Class-I and II, officers of IT cadre or in involved in the preparation and implementation of IT plans of the Department	Rs. 70,000/-	Rs. 60,000/-
ii)	Desk-top/All in One	All Ministers, CEs and MLAs, Group A class of officers of All India Service and State Service, Class-I and II officers of IT cadre or in involved in the preparation and implementation of IT plans of the Department.	Rs. 60,000/- Rs. 35,000/-	Rs. 70,000/- Rs. 40,000/-
iii)	Laser Printer, cum-Scanner-cum-Fax-cum-photocopier (Multi-functional Devices)	All Ministers, CEs and MLAs, Group A class of officers of All India Service and State Service.	Rs. 20,000/-	Rs. 21,000/-
	Laser Printers	Class-I and II officers of IT cadre or in involved in the preparation and implementation of IT plans of the Department.		Rs. 10,000/-
iv)	UPS	All categories	Rs. 5,000/-	Rs. 5,000/-

Notes:
 1. UPS will be procured only with the Desk-tops;
 2. The above price limits are inclusive of all taxes, peripherals and the AMC, wherever applicable.

2. The items covered under Category-I, being petty purchases as explained in the following paragraphs, may be procured by the concerned departments/ organizations at their own level. As regards the procurement of other items, the guidelines issued vide letter bearing No. J/20/2000/33IT/2553 dated 18.08.2006 shall remain operative. The Departments/ organizations shall continue to procure the above items through HARTON unless one is able to obtain prices better than those offered by the HARTON, including their consultancy charges, subject to the same specifications and other terms and conditions e.g. the warranty and AMC being identical. Wherever the Government Departments/ PSU/ state funded Universities decide to make their purchases on their own,

HARTON shall be duly notified so as to enable them to competently participate in such bidding process.

3. Keeping in view that the laptops/Note book/Ultra book/chrome-book/convertible/ Note pad/tablet/phaslet or devices of similar categories purchased at government expense are assigned to the entitled users in their individual capacity, the users may purchase such devices of higher value subject to the condition that the reimbursement by the Government would be limited to the upper ceiling prescribed for such item, and the balance amount would have to be paid by the concerned officer from his own pocket.

4. Whenever the officers are entitled to a desk-top at their homes/offices maintained at the residence, same principle as in the case of laptops/Note book/Ultra book/chrome-book/convertible/ Note pad/tablet/phaslet or devices of similar categories would be applicable in the case of desk-top also.

B. Useful life of various items and retirement.

1. Depending upon the nature, usage, maintenance cost, obsolescence in terms of technology, up gradation of technology etc., the related items are classified in following categories for the purpose of disposal of these items:

Category	Nature	Items	Useful/productive life
I	Immediate obsolescence/ use and throw products	Printing Consumables (Ink Toner), Floppies, CDs, DVDs, Digital Audio Tapes (DAT), Laser Tapes Open (LTO), UPS, Batteries	As per usage. No residual value determined. However, proper inventory, if purchased, used and final disposal etc. would be maintained in order to keep an accounting system.
II	Low life/ Fast obsolescence products	Mobile Phones, Laptops/Note book/Ultra book/chrome-book/convertible/ Note pad/tablet/phaslet, Pen Drive, External Hard Disk Drive (HDD) etc.	Two years in case of Laptops/Note book/Ultra book/chrome-book/convertible/ Note pad/tablet/phaslet, Pen Drive, HDD etc. value determined separately. Five years for replacement.
III	Medium obsolescence/ Medium life products	Desktop Printers, Multifunctional Devices (MFDs), Scanners, Multi-media Projectors, UPS Systems etc.	Five years for replacement.
IV	Slow obsolescence/ long life products	Fax, EPAX, Electronic items such as cameras, TV, DVD Players, Public Address Systems, Electronic Calorie Meter, Electronic Thaw Box, Sterilizers etc.	Seven years.
V	Software	Software like MS office, Oracle, MS-SQL, Antivirus etc.	Please refer to the explanation given under para 2(i) below.
Notes:	The above mentioned items can be used beyond the mentioned specified life till such time these items continue to serve the purpose.		

2. Explanatory Notes on the items, as mentioned in the table, are given below:

i) Category-I: Use and throw product: These products have no fixed life and can be used till these are consumed or are under replacement warranty (like MP batteries are covered under 1 year replacement warranty from the manufacturer). However, the user departments must maintain proper inventory of purchase, issue and disposal thereof so as to ensure prudent official use of these items.

ii) Low life products: The general useful productive life in the case of products/items in this category would be two years in the case of a Mobile Phone instrument and three years in the case of laptops and other items mentioned therein for replacement purposes. However, one may use the same for longer period so long as the item/equipment serves the purpose.

iii) Medium life products: The useful productive life of products in this category is fixed at 5 years even though the products can be continued to be used for longer period in an organization/ department, being a multiple level of usage in terms of levels, works to be done like Software development, testing, Data Processing, Information searching, Word processing etc. Accordingly, the life of these products is fixed as five years for replacement purposes. However, one can use the equipment for longer period so long as it fulfills the user requirements.

iv) Long life products: It has been observed that these products can be used for more than 5 years due to comparative stability in specifications/services. Accordingly, the replacement life of these products is fixed as 7 years. However, one can use the same for longer periods so long as these products serve the user requirements.

v) Software: Purchase of software can be booked as a one-time office expenditure. The old software can be upgraded into latest version by taking the benefit of old purchase in case scheme is available from the developer/ principal Company. In the alternative, latest software can be purchased and in that case the residual value of the old software can be treated as NIL. The old software can be donated to the State Central recognized service Organizations.

C. Rates of Depreciation and the Residual Value:

1. The rates of depreciation and the method of working out the residual value of these store-items is explained in the following sub-para:

i) No residual value is being assigned for Category-I items. However, the non-consumable items can be transferred to HANTRON at zero value for electronic waste management purposes.

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ii) Category-II Items

a) The BRL Values and the Illustrative depreciation rates/ amount for Mobile Phones, and Laptops Note-book/Ultra-book/chrome-book/convertible/Note pad/tablets/phablet & other items in this category are given in the following table:

Sr. No.	Items	On completion of				
		Year-1	Year-2	Year-3	Year-4	Year-5
ii	Mobile Phones	60% ✓	60% ✓	75%	100%	
	Bill Value	Illustrative Residual value				
	Rs. 25,000/-	10,000/-	4,000/-	1,000/-	NII	
	Rs. 20,000/-	8,000/-	3,200/-	800/-	NII	
	Rs. 12,000/-	4,800/-	1,920/-	480/-	NII	
	Rs. 8,000/-	3,200/-	1,280/-	320/-	NII	
	Laptops/ Note-books/ HDP/ Pen-drives	40%	33%	75%	80%	100%
	Bill Value	Illustrative residual value				
	Rs. 1,00,000/-	60,000/-	30,000/-	9,000/-	1,800/-	NII
	Rs. 70,000/-	42,000/-	21,000/-	6,300/-	1,260/-	NII
	Rs. 30,000/-	18,000/-	9,000/-	2,700/-	540/-	NII

b) The Government policy permits the entitled class of users to purchase the equipment's in the above categories at prices higher than the permissible limits subject to the re-imbursement restricted to the prescribed limits. While calculating the residual value of the equipment, only the amount of permissible limits shall be taken into account and the amount spent by an user in excess thereof at the time of purchase shall not be considered.

c) The entitled users can seek the replacement of a Mobile Phone on completion of two years period from the date of purchase of the equipment and on completion of three years period after the date of purchase in the case of a laptop/note-book.

d) The laptops/Note-book/Ultra-book/chrome-book/convertible/Note pad/tablets/phablet and the printers (MFDs) issued to the MLAs would be non-returnable.

e) Whenever an entitled user seeks to replace his item in this category on completion of the prescribed period, he has the option to either return the used/old equipment to the Department or retain the same for his personal use at the residual value calculated in accordance with the above matrix. This option would also be available to the category of retiring officers/entitled users.

f) In cases where the entitled users in the category of retiring officers opt to retain the said equipment for their personal use before completion of the prescribed period, the residual value of the equipment would be worked out as per the following table:

Sr. No.	Bill Value in Rs.	Period	Method of working out the residual value
a)	Rs. 25,000/- (Mobile Phone)	09 months from the date of purchase	Depreciation amount for the first year year is Rs. 14,000/- The depreciation amount of the Mobile Phone will be Rs. 19,000/- i.e. 76% Hence the residual value after 09 months will be taken as Rs. 11,750/- on completion of 9 months period.
		13 months	Residual value at the end of 12 months is Rs. 10,000/- Hence, on completion of 13 months period, the residual value of the equipment will be Rs. 7,500/-
b)	Rs. 70,000/- in case of Laptop/Note-book/ Ultra-book/Chrome-book/convertible/Note pad/tablet/padlet	One year and six months	The calculation for the period after completion of the year will be equal to the amount divided on monthly basis by dividing the amount of depreciation during the corresponding year. For instance, the depreciated value of a laptop at the end of year-1 is Rs. 42,000/-. The depreciation in this case after completion of six months in year-2 will be Rs. 17,500/-. Hence, the depreciated value of the laptop on completion of 18-months will be Rs. 31,500/-.

3) In case a laptop is used for 4 years by an entitled user without seeking a replacement with a new laptop, there would be no need to return deposit (the same in the store and it would be written off from the books as the value of the said item would be negligible. However, in case the laptop is replaced with a new laptop after 3 years, but before completion of 4 years, the residual value of the old laptop will be calculated as per the depreciation rates given in the matrix,

ii) Category-II (Medium life products)

a) The depreciation rates for IT products in this category of items would be as under:

Sr. No.	Items	Rate of Depreciation on completion of Year					
		1	2	3	4	5	6
1)	Desktops, Printers, Multi-Functional Devices (MFDs), Scanners, Multi-media Projectors, UPS Systems etc.	40%	45%	50%	60%	70%	90%

b) To illustrate, year wise Depreciated Value of the products in this category under WDV method is as follows:

Sr. No.	Description	Bill Amt. (in Rs.)	Depreciated Value on completion of Year					
			1	2	3	4	5	6
1)	Desk-top	60000	36000	19200	9900	3960	1188	119
		35000	21000	11550	5775	2310	693	69
2)	Laser Printer	10000	6000	3300	1750	680	174	17
3)	UPS System	5000	3000	1650	825	330	99	10

c) In case an item in this category has been used for a period of 5 years, it may be allowed to be retained by the officers/ officials at the residual value of the products for



ii) The minimum life for condemnation of the equipment would be followed as defined for each category separately - However, in case any product gives frequent problems before attaining its optimum recommended life or goes badly out of order and repair/ maintenance cost is not economically viable (i.e., where the repair costs exceed the depreciated residual value of the item), such items can be condemned with the recommendation of a Technical Committee to be constituted for the purpose.

i) All the telecommunication IT/ electronics equipment's covered under their instructions are procured with a prescribed warranty/ replacement period and the AMC period, where the purchase order is to designed, no replacement of any of the IT products/ equipment's would be permissible as long as it is within the stipulated replacement or repair warranty period or the AMC period built in print or the kind of purchase order.

D. Method of condemnation:

purchase of software can be booked as one time office expense. The old software can be upgraded into latest version by taking the benefit of old purchase in case scheme is available from the developer/ principal company, otherwise latest software can be purchased and the value of the old software can be treated as nil. The old software can be donated to the State/ Central recognized service organizations.

v) Category-V Software:

b) The items in this category may be transferred to HATRION at nil value on completion of 7 years of life for the purposes of waste management.

Sr. No.	Rate of Depreciation on completion of number of years	1	2	3	4	5	6	7
i)	FAK/ EPADK/ electronics items etc.	15%	20%	20%	20%	20%	20%	20%
ii)	Investor Amt.	17000	13600	9520	5712	2856	1000	200
	Minimum depreciable value							

a) These products can be disposed of after 7 years or more as per the table given below. The depreciation rate for these products with WDV method is as under:

iv) Category-IV (Long life products):

Their personal use or transferred to the HATRION at zero value. On completion of 6 years life of the product, it may be allowed to be given to the officer/ officials at zero price or transferred to HATRION at nil value for electronic waste management as the residual value at the end of 6 years period is negligible. However, a proper inventory would be maintained for the purpose.

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(iii) A Technical Committee for condemnation of these store items shall be constituted by the respective Departments/ Organizations located at Chandigarh/ Panchkula with one technical expert from NIC, Haryana and one representative from HARTRON. Similarly, the field level Technical Committee shall be constituted by the respective Deputy Commissioners with one Technical expert from the NIC and another IT professional deployed with any departmental office.

(iv) Further, Laser printers are now available with better speed at lower price having less running cost with 1-year/ 3 years warranty. The old laser printer can be replaced with new laser printers in case repair cost plus cost of toner, drum and estimated AMC cost are equivalent or even 80% of the cost of new laser printers of up to equivalent or better specifications. The approach suggested for replacement of laser printers can also be adopted for other items of similar nature like Scanner, Photocopier and Fax etc.

(v) In addition to the above, all the Departments/ Organizations would have the discretion to purchase new products in lieu of old/ obsolete items under buy-back options through HARTRON, wherever available.

E. Disposal of condemned items

1. The items covered under these instructions, once condemned, may be disposed off in the following manner:

(i) Wherever the items have completed their minimum prescribed replacement period, or the retention period in case of retiring officers, the same may be allowed to be retained by the concerned officers at the depreciated value.

(ii) The items, once declared fit for condemnation or declared unfit for continued use in the Government offices, may be offered to the employees working in the Government offices/ PSUs at the depreciated value or 'zero' price as applicable in each category. In case more than one persons are interested for the same item, it may be allotted by holding a draw of lots.

2. Wherever no Government/ PSU employees come forward to purchase/ take such items, these would be disposed off as under:

(i) A central store would be set-up by HARTRON at ERDC, Ambala Cantt. for the disposal of condemned/ old stores and HARTRON would dispose of the items on a quarterly basis at the rates to be invited through Press-Tenders or from empanelled vendors. The depreciated value of the items would generally be retained as the Reserve Price, unless fixed lower by the Technical Committee for reasons to be recorded in writing and shall be retained by HARTRON. Likewise, a common store will be created in each district for disposal

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Commercial Taxes.

be required to deposit the applicable amount of sales tax with the Department of
 instructions would be inclusive of the sales tax and the concerned owner department would
 depreciated amount payable by officer/ official in such cases in accordance with those
 amounts to 'sale' and directs payment of sales tax by the concerned department. The
 cases where an item is sold/ transferred to an officer/ official at the depreciated value. In
 these guidelines, it does not amount to sale and no sales tax would be payable thereon. In
 them gratis on completion of the useful life or transferred to HARTSON gratis in terms of
 Whomever any item is allowed to be retained by an entitled officer/ official or is allocated to

3. Treatment of Sales Tax

behalf.

Govt. recognized services organizations/ NGOs and a certificate shall be issued in this
 old items, which may still be usable, can also be considered for donation to State/ Central
 in cases where bids are not received for disposal of the items at reserve price, the

Sr. No. of the Item	Description	Invoice date	Invoice value (IN Rs.)	Qty.	No. of years depreciated from the date of purchase (IN Rs.)

- (i) The concerned department/ organization shall be required to submit the details of its concerned stores to Hartson/ District IT Society in the following proforma:
- (ii) The concerned department/ organization shall be required to submit the details of all purchases and disposal of all these items.
- (iii) The concerned department/ organization, in any case, would maintain the inventory of all purchases and disposal of all these items.
- (iv) The concerned department/ organization shall be required to submit the details of all the items transferred to HARTSON/ District IT Society after condemnation or proceeds from disposal of such items in lieu of their handling and storage charges in respect of all the items transferred to HARTSON/ District IT Society after condemnation or otherwise at nil price.
- (v) HARTSON/ District IT Society, as the case may be, would be entitled to retain the proceeds from disposal of such items in lieu of their handling and storage charges in respect of all the items transferred to HARTSON/ District IT Society after condemnation or otherwise at nil price.
- (vi) The Chairman/ Deputy Commissioner of concerned District IT Society shall be responsible for the quarterly bills through the District IT Society functioning in each district.

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वर्षा में प्रमुखता से प्रदर्शित कर और आयोग की वेबसाइट पर पोस्ट कर प्रवेश हेतु संभावित अभ्यर्थियों सहित जनसंख्या को सूचित करना तथा इस बाबत घोषणा करना कि संस्थान में शिक्षार्थियों के निवारण के लिए न्यूनतम मानक मौजूद नहीं है।;

ख) महाविद्यालय के मामले में, संवर्द्धता को वापस लेने के लिए संबद्ध विद्यालय को सिफारिश करना;

ग) सम विद्यालय संस्थान के मामले में ऐसी कार्रवाई करना, जो आवश्यक, उचित एवं उपयुक्त है;

घ) सम विद्यालय संस्थान के मामले में सम विद्यालय संस्थान के रूप में घोषणा को वापस लिए जाने के लिए, यदि आवश्यक हो तो, केंद्र सरकार को सिफारिश करना;

च) राज्य अधिनियम के अंतर्गत स्थापित अथवा नियमित विद्यालय के मामले में राज्य सरकार को आवश्यक एवं उचित कार्रवाई करने की सिफारिश करना;

छ) शैर अनुपालना के लिए संस्थान के प्रति ऐसी कार्रवाई करना जो आवश्यक एवं उपयुक्त समझी जाए।

बशा में इन विनियमों के अंतर्गत आयोग की ओर से कोई कार्रवाई नहीं की जाएगी, जब तक कि संस्थान को अपनी स्थिति को स्पष्ट करने एवं उसके पक्ष को सुने जाने का अवसर नहीं दिया गया हो।

11. इन विनियमों में उल्लिखित कोई भी शर्त, विद्यालय अनुदान आयोग (छात्रों की शिक्षा) विनियम, 2019 के प्रावधानों के अंतर्गत नियुक्त किसी पर्यवेक्षक को आवश्यक की अवधि के दौरान उसके पद पर बने रहने की शर्तों से प्रभावित नहीं करेगी; कार्यकाल समाप्त होने के पश्चात् लोकपाल की नियुक्ति विद्यालय अनुदान आयोग (छात्रों की शिक्षा) विनियम, 2023 के अन्तर्गत की जाएगी।

श्री. मनोहर र. जोशी, सचिव

[विभाजन-III/4/असा./13/2023-24]

UNIVERSITY GRANTS COMMISSION NOTIFICATION

New Delhi, the 11th April, 2023

University Grants Commission (Redressal of Grievances of Students) Regulations, 2023

F.1-13/2022 (CP-II).— In exercise of the powers conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Redress of Grievances of Students) Regulations, 2019, the University Grants Commission hereby makes the following regulations, namely -

1. SHORT TITLE, APPLICATION, AND COMMENCEMENT:

(a) These regulations shall be called as the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

(b) They shall apply to all higher education institutions, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein and to all higher education institutions affiliated to a University.

(c) They shall come into force from the date of their publication in the Official Gazette.

2. OBJECTIVE

To provide opportunities for redressal of certain grievances of students already enrolled in any institution, as well as those seeking admission to such institutions, and a mechanism thereto.

3. DEFINITION:

(1) In these regulations, unless the context otherwise requires-

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student, who has any complaint in the matters relating to or connected with the grievances defined under these regulations.
- (c) "college" means any institution, so defined in clause (b) of sub-section (1) of section 12A of the Act.
- (d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.
- (e) "declared admission policy" means such policy, including the process there under, for admission to a course or program of study as may be offered by the institution by publication in the prospectus of the institution.
- (f) "grievance" means, and includes, complaint(s) made by an aggrieved student in respect of the following, namely:
 - i. admission contrary to merit determined in accordance with the declared admission policy of the institution;
 - ii. irregularity in the process under the declared admission policy of the institution;
 - iii. refusal to admit in accordance with the declared admission policy of the institution;
 - iv. non-publication of a prospectus by the institution, in accordance with the provisions of these regulations;
 - v. publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
 - vi. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
 - vii. demand of money in excess of that specified to be charged in the declared admission policy of the institution;
 - viii. violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
 - ix. non-payment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such institution, or under the conditions, if any, prescribed by the Commission;
 - x. delay by the institution in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission;
 - xi. failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provisions of law for the time being in force;
 - xii. non-transparent or unfair practices adopted by the institution for the evaluation of students;
 - xiii. delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time;
 - xiv. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minorities or persons with disabilities categories;
 - xv. denial of quality education as promised at the time of admission or required to be provided;
 - xvi. harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force;
 - xvii. any action initiated/taken contrary to the statutes, ordinances, rules, regulations, or guidelines of the institution; and
 - xviii. any action initiated/taken contrary to the regulations and/or guidelines made/issued by the Commission and/or the regulatory body concerned.

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- (g) "Institution" means a university as defined in sub-section (f) of Section 2 of the UGC Act, an institution declared as institution deemed to be university under Section 3 of the Act, and a college as defined under section 12A (1) (b) of the University Grants Commission Act, 1956.
 - (h) "Ombudsperson" means the Ombudsperson appointed under these regulations;
 - (i) "Prospectus" means and includes any publication, whether in print or otherwise, issued for providing fair and transparent information, relating to an institution, to the general public (including to those seeking admission in such institution) by such institution or any authority or person authorized by such institution to do so;
 - (j) "Student" means a person enrolled, or seeking admission to be enrolled, in any institution, to which these regulations apply, through any mode i.e., Formal / Open and Distance Learning (ODL) / Online;
 - (k) "Students' Grievance Redressal Committee (SGRC)" means a committee constituted under these regulations, at the level of an institution; and
 - (l) "University" means a University so defined in clause (f) of section 2 of the Act or, where the context may be, an institution deemed to be University declared as such under Section 3 thereof.

(2) Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 shall have the same meanings as respectively assigned to them in the Act.

4. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS, AND PRICING:

- (1) Every institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:
 - (a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;
 - (b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;
 - (c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;
 - (d) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;
 - (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
 - (f) rules/regulations for imposition and collection of any fines in specified heads or categories, minimum and maximum fines may be imposed;
 - (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
 - (h) details of the teaching faculty, including their educational qualifications, along with their type of appointment (Regular/visiting/guest) and teaching experience of every member thereof;
 - (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital, or industry wherein the practical training is to be imparted to the students and in particular the amenities accessible by students on being admitted to the institution;
 - (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority; and
 - (k) Any other information as may be specified by the Commission.

Provided that an institution shall publish/upload information referred to in clauses (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication being on the website through advertisements displayed prominently indifferent newspapers and through other media.

- (2) Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution, or sale of prospectus.

5. STUDENT GRIEVANCE REDRESSAL COMMITTEES (SGRC):

- (i) A complaint from an aggrieved student relating to the institution shall be addressed to the Chairperson, Students' Grievance Redressal Committee (SGRC).
- (ii) Every Institution shall constitute such number of Students' Grievance Redressal Committees (SGRC), as may be required to consider grievances of the students, with the following composition, namely:
 - a) A Professor - Chairperson
 - b) Four Professors/Senior Faculty Members of the Institution as Members.
 - c) A representative from among students to be nominated on academic merit/excellence in sports/performance in co-curricular activities-Special Invitee.
- (iii) Atleast one member or the Chairperson shall be a woman and atleast one member or the Chairperson shall be from SC/ST/OBC category.
- (iv) The term of the chairperson and members shall be for a period of two years.
- (v) The term of the special invitee shall be one year.
- (vi) The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
- (vii) In considering the grievances before it, the SGRC shall follow principles of natural justice.
- (viii) The SGRC shall send its report with recommendations, if any, to the competent authority of the institution concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
- (ix) Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

6. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:

- (i) Each University shall appoint Ombudsperson for redressal of grievances of students of the university and colleges/institutions affiliated with the university under these regulations.
- (ii) There shall be one or more part-time functionaries designated as Ombudspersons to hear, and decide on, appeals preferred against the decisions of the SGRCs.
- (iii) The Ombudsperson shall be a retired Vice-Chancellor or a retired Professor (who has worked as Dean/HOD) and has 10 years' experience as a Professor at State/Central Universities/Institutions of National Importance/Deemed to be Universities or a former District Judge.
- (iv) The Ombudsperson shall not, at the time of appointment, during one year before appointment, or in the course of his/her tenure as Ombudsperson, be in conflict of interest with the Institution where his/her personal relationship, professional affiliations or financial interest may compromise or reasonably appear to compromise, the independence of judgment towards the Institution.
- (v) The Ombudsperson shall be appointed for a period of three years or until he/she attains the age of 70 years, whichever is earlier, from the date of assuming office, and shall be eligible for reappointment for another one term.
- (vi) For conducting the hearings, the Ombudsperson shall be paid a sitting fee, per diem, in accordance with the norms fixed by the respective university and shall, in addition, be eligible for reimbursement of the expenditure incurred on conveyance.
- (vii) The University may remove the Ombudsperson from office, on charges of proven misconduct or misbehaviour.
- (viii) No order of removal of Ombudsperson shall be made except after an inquiry made in this regard by a person, not below the rank of a retired judge of the High Court in which a reasonable opportunity of being heard is given to the Ombudsperson.

7. FUNCTIONS OF OMBUDSPERSON:

- (i) The Ombudsperson shall hear appeals from an aggrieved student, only after the student has availed all other remedies provided under these regulations.

- (ii) While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for revaluation or re-totalling of answer sheets from an examination, shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome or specific instance of discrimination is indicated.
- (iii) The Ombudsperson may avail assistance of any person, as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved student(s).

8. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSONS AND STUDENT GRIEVANCE REDRESSAL COMMITTEES:

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student may submit an application seeking redressal of grievance.
- (ii) On receipt of an online complaint, the institution shall refer the complaint to the appropriate Students' Grievance Redressal Committee, along with its comments within 15 days of receipt of complaint on the online portal.
- (iii) The Students' Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved student.
- (iv) An aggrieved student may appear either in person or authorize a representative to present the case.
- (v) Grievances not resolved by the Students' Grievance Redressal Committee within the time period provided in these regulations may be referred to the Ombudsperson by the university.
- (vi) Institutions shall extend co-operation to the Ombudsperson or the Student Grievance Redressal Committee(s), in early redressal of grievances.
- (vii) The Ombudsperson shall, after giving reasonable opportunities of being heard to the parties concerned, on the conclusion of proceedings, pass such order, with reasons thereof, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student.
- (viii) The institution, as well as the aggrieved student, shall be provided with copies of the order under the signature of the Ombudsperson.
- (ix) The institution shall comply with the recommendations of the Ombudsperson.
- (x) The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

9. INFORMATION REGARDING OMBUDSPERSONS AND STUDENT GRIEVANCE REDRESSAL COMMITTEES:

An institution shall furnish, prominently, on its website and in its prospectus, all relevant information in respect of the Students' Grievance Redressal Committee(s) coming in its purview, and the Ombudsperson for the purpose of appeals.

10. CONSEQUENCES OF NON-COMPLIANCE:

The Commission shall in respect of any institution, which wilfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Students' Grievance Redressal Committee, as the case may be, proceed to take one or more of the following actions till the institution complies with these Regulations to the satisfaction of the Commission, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;

- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) declaring the institution ineligible to offer courses through Online/ODL mode for a specified period;
- (e) withdrawing / withholding / suspending the approval for offering courses through Online/ODL mode;
- (f) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (g) recommend to the affiliating University for withdrawal of affiliation, in case of a college;
- (h) take such action as it may deem necessary, appropriate and fit, in case of an institution deemed to be University;
- (i) recommend to the Central Government, if required, for withdrawal of declaration as institution deemed to be a University, in case of an institution deemed to be University;
- (j) recommend to the State Government to take necessary and appropriate action, in case of a University established or incorporated under a State Act;
- (k) such other action as may be deemed necessary and appropriate against an institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation, unless the institution has been provided an opportunity of being heard to explain its position.

11. Nothing mentioned herein above in these regulations shall affect the continuance in office, during the currency of the term, of an incumbent Ombudsperson appointed under the provisions of the UGC (Redress of Grievances of Students) Regulations, 2019; where after, the appointment of Ombudsperson shall be made as per University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

Prof. MANISH R. JOSHI, Secy.

[ADVT.-III/4/Exty./13/2023-24]

प्रो० गुलशन लाल तनेजा
कुलसचिव

Prof. Gulshan Lal Taneja
REGISTRAR



357
महर्षि दयानन्द विश्वविद्यालय रोहतक-124001 (हरियाणा)

(सन् 1975 के हरियाणा एक्ट 25 के अन्तर्गत स्थापित राजकीय विश्वविद्यालय)
राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद 'ए+' ग्रेड

MAHARSHI DAYANAND UNIVERSITY ROHTAK-124 001 (HARYANA)

(A State University established under Haryana Act No. 25 of 1975)

NAAC Accredited 'A+' Grade

No. AC-VI/2023/23958

Date 16.11.2023

To

Prof. (Retd.) Ashu Shokeen,
H.No. D-8, Prashant Vihar,
Sector-14, Rohini, Outer Ring Road,
Pillar No. 3, Near Santom Hospital,
New Delhi-110085
E-mail: shokeen_ashu@rediffmail.com

Sub: - Offer for appointment for the position of Ombudsperson in M.D.University,
Rohtak.

Sir,

I am ordered to inform you that in light of the University Grants Commission (Redressal of Grievance of Students) Regulations, 2023 (copy enclosed), the Vice-Chancellor has been pleased to offer you the position of Ombudsperson in this University to hear and decide on appeals preferred against the decisions of the Students' Grievance Redressal Committee (SGRC) with the following terms and conditions:

Functions:

1. To hear an appeal from an aggrieved student, only after the student has availed all other remedies provided under the UGC Regulations, 2023 under reference.
2. While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for revaluation or re-totalling of answer sheets from an examination, shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome of specific instance of discrimination is indicated.
3. The assistance from any employee of the University, as amicus curiae, for hearing complaints of alleged discrimination shall be provided by the University.
4. All efforts should be made to resolve the grievance within a period of 30 days of receiving the appeal from the aggrieved student(s).
5. The Ombudsperson shall, after giving reasonable opportunities of being heard to the parties concerned, on the conclusion of proceedings, pass such order, with reasons thereof, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student.
6. The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

[Signature]

Appointment, Tenure and Removal:

- 358 -

1. The appointment shall be, initially, for a period of three years or until the age of 70 years is attained, whichever is earlier, from the date of assuming office, and shall be eligible for appointment for another one term up to the age of 70 years.
2. To conduct the hearings, the sitting fee shall be of Rs 5000/- as applicable to the outside members of the Executive Council, or as decided from time to time.
3. The terms and conditions received from the UGC concerning this appointment shall be applicable during the entire tenure.

You are, therefore, requested to convey your consent in this regard.

An early response shall be highly appreciated.



Registrar

Dated: 16.11.2023

Endst. No. AC-VI/2023/23959

A copy of the above is forwarded to the Secretary, University Grants Commission, New Delhi for information.



Registrar

OBJECTIVE

To provide opportunities for redress of certain grievances of students already enrolled in, as well as those seeking admission to the University and its affiliated Colleges.

DEFINITIONS

- (a) "aggrieved student" means a student, who has any complaint in the matters relating to or connected with the grievances defined under these regulations.
- (b) "grievance" means, and includes, complaint(s) made by an aggrieved student in respect of the following, namely:
- i. admission contrary to merit determined in accordance with the declared admission policy of the institution;
 - ii. irregularity in the process under the declared admission policy of the institution;
 - iii. refusal to admit in accordance with the declared admission policy of the institution;
 - iv. non-publication of a prospectus by the institution, in accordance with the provisions of these regulations;
 - v. publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
 - vi. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
 - vii. demand of money in excess of that specified to be charged in the declared admission policy of the institution;
 - viii. violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
 - ix. non-payment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such institution, or under the conditions, if any, prescribed by the Commission;
 - x. delay by the institution in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission;
 - xi. failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provisions of law for the time being in force;
 - xii. non-transparent or unfair practices adopted by the institution for the evaluation of students;
 - xiii. delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time;
 - xiv. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minorities or persons with disabilities categories;
 - xv. denial of quality education as promised at the time of admission or required to be provided;
 - xvi. harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force;
 - xvii. any action initiated/taken contrary to the statutes, ordinances, rules, regulations, or guidelines of the institution; and
 - xviii. any action initiated/taken contrary to the regulations and/or guidelines made/issued by the Commission and/or the regulatory body concerned.

Signature

(c) "Collegiate Student Grievance Redressal Committee" (CSGRC) means a committee constituted under these regulations, at the level of College.

(d) University Student Grievance Redressal Committee" (USGRC) means a committee constituted under these regulations, at the level of the university, for dealing with the student grievances.

TATKAL GRIEVANCE REDRESSAL FOR UNIVERSITY

If the nature of the complaints is such that these can be redressed without intervention of the Student Grievance Redressal Committees and relate to the University, the same may be redressed promptly without taking much time:

1. By the Concerned HoDs/Directors in respect of Departments/Centres/Institutes.
2. By the concerned Branch Heads if pertaining to the Registration Branch, Academic Branch, General Administration Branch & Security Office. If not resolved by the Concerned Branch Head, the same should be redressed by the Registrar.
3. By the A.R. (Colleges) in respect of all the Colleges affiliated to this University. If not resolved by the A.R. (Colleges), the same should be redressed by the Dean College Development Council.
4. By the concerned Branch Heads if pertaining to the Conduct Branch, Secrecy Branch, Result-I, II, III & IV Branches and Re-evaluation Cell. If not resolved by the Concerned Branch Head, the same should be redressed by the Controller of Examinations.
5. By the concerned warden if pertains to the hostel. If not resolved by the concerned warden, the same shall be redressed by the Chief Warden (Boys) in respect of all the Boys Hostels and the Chief Warden (Girls) in respect of all the Girls Hostels.
6. By the respective Incharges, Coordinators, Directors, etc. in respect of students' welfare activities including sports/health, Youth Welfare, Youth Red Cross and NSS activities. If not resolved by these officers, the same shall be redressed by the Dean Students' Welfare.

Each such complaint/ grievance of the student, if not made online, shall be diarized in the grievance registers maintained in the concerned offices and will be allotted a number.

Unless and until, grievance is of such nature which needs immediate attention and required to be immediately or urgently addressed,

a. Every effort shall be made to redress such grievances within 3 days in a transparent manner and acknowledged appropriately.

b. Such grievance(s) must be redressed within 7 days. In case, the same could not be addressed within stipulated time, the same may be forwarded, with reason recorded, to the concerned Student Grievance Redressal Committee or the students may themselves approach to the concerned Students Grievance Redressal Committee, if they feel so.

A. COLLEGIATE STUDENT GRIEVANCE REDRESSAL COMMITTEE (CSGRC)

A complaint from an aggrieved student relating to a college shall be addressed to the Collegiate Student Grievance Redressal Committee (CSGRC), with the following composition, namely

S. No.	Designation	SGRC Designation
1	Principal of the College	Chairman
2-5	Four Professor/Senior Faculty members to be nominated by the Principal of the college	Members
6	A representative from among students of the concerned college based on academic merit/excellence in sports/performance in co-curricular activities	Special Invitee

Signature

B. UNIVERSITY STUDENT GRIEVANCE REDRESSAL COMMITTEE (USGRC)

Where a complaint does not relate to any specific academic Department/Centre/Institute of the University, the matter shall be referred to the University Student Grievance Redressal Committee (USGRC) to be constituted by the Vice Chancellor, with the following composition, namely:

S. No.	Designation	SGRC Designation
1	Professor to be nominated by the Vice-Chancellor	Chairperson
2-5	Four Professors/Senior Faculty members to be nominated by the Vice-Chancellor	Members
6	A representative from among students to be nominated by Vice Chancellor on academic merit/excellence in sports/performance in co-curricular activities-	Special Invitee

Note (for all the Grievance Committees):

- At least one member or the chairperson shall be a woman and at least one member or the chairperson shall be from SC/DSC/BC Category.
- The term of the chairperson and members shall be for a period of two years.
- The term of the special invitee shall be one year.
- The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
- In considering the grievances before it, the CSGRC/USGRC shall follow principles of natural justice.
- The CSGRC/USGRC shall send its report with recommendations, if any, to the Vice Chancellor of the University and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
- Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

Dr. A. V.

OMBUDSPERSON

Any student aggrieved by the decision of the Students' Grievance Redressal Committee (CSGRC/USGRC) may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

S. No.	Name	Designation	Email (for reporting grievance)
1	Prof. (Retd.) Ashu Shokeen, H.No. D-8, Prashant Vihar, Sector-14, Rohini, Outer Ring Road, Pillar No. 3, Near Santom Hospital, New Delhi-110085	ombudsperson	shokeen_ashu@rediffmail.com

STEPS OF STUDENT GRIEVANCE REDRESSAL PROCESS FOR UNIVERSITY TEACHING DEPARTMENTS AND MDU-CPAS

STEP 1: LODGING OF COMPLAINT

Students are required to fill out the online Student Grievance Form <https://forms.gle/opDf7hc47NrmA1rm7>

STEP 2: FORWARDING OF APPLICATION TO THE CONCERNED

The official of University Computer Centre should forward the grievance application to the quarter concerned for taking necessary action.

STEP 3: VERIFICATION

On receiving the complaint, the Chairperson of the University Student Grievance Redressal Committee (USGRC) will record and verify the complaint.

STEP 4: ACTION

After verification of the complaint, the USGRC acts upon the complaint and takes the measures necessary to resolve the issue.

STEP 5: INTIMATING THE STUDENT

Once the complaint has been resolved, the student is informed about the outcome, and the complaint is considered closed by the Department.

The constitution of Student Grievance Redressal Committees like Collegiate Student Grievance Redressal Committee, University Student Grievance Redressal Committee can be accessed from [MDU- SGRC.pdf](#)

The colleges have to devise their own process for receiving grievances of the students in accordance with the UGC guidelines.

REGISTRAR



PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 03.11.2023 AT 12:00 NOON IN THE OFFICE OF DEAN ACADEMIC AFFAIRS, M.D. UNIVERSITY, ROHTAK FOR REVIEWING THE EXISTING ANNUAL CONFIDENTIAL REPORT PERFORMA TO BRING PARITY OF RATING IN CALCULATION OF GLOBAL SCORE PROFICIENCY (OVERALL ASSESSMENT) IN R/O EACH POST OF ENGINEERING CELL OF THIS UNIVERSITY.

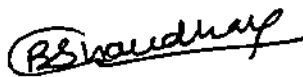
THE FOLLOWING MEMBER WERE PRESENT:-

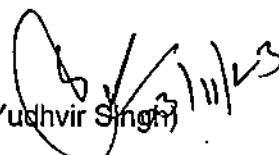
- | | | |
|----|---|----------|
| 1. | Prof. Surendra Kumar
Dean Academic Affairs | Convenor |
| 2. | Registrar | Member |
| 3. | Prof. Bhagwan Singh, KUK | Member |
| 4. | Dean, Faculty of Engg. & Tech. | Member |
| 5. | Executive Engineer, Engg. Cell | Member |

The meetings of the committee were held on 19.05.2022, 11.01.2023 and 03.11.2023. The committee, after detailed deliberation and taking into consideration various aspects, along with the perusal of existing Proforma of the annual confidential report of the staff working with the Engg. Cell and the Horticulture Division of Engg. Cell, recommends the revised Proforma for annual confidential reports as per Annexure -1&2.


(Surendra Kumar)


(Gulshan Lal Taneja)


(Bhagwan Singh)


(Yudhvir Singh)


(J.S. Dahiya)

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

Personal File No.....

Annual Personnel Evaluation Proforma for staff working with the Engineering Cell

Period of Evaluation to.....

- 1. Name
- 2. Post / Designation
- 3. Pay Level
- 4. Total Experience (Years)
 - i) (Experience at M.D. University
 - ii) (Experience on the Present Position
- 5. Any additional qualification attained/ training under gone during this period.....
- 6. Special significance of the period of evaluation, if any.....
(e.g. Probation year, Retirement year, Promotion year etc.)

INSTRUCTIONS TO THE REPORTING OFFICER

Withstanding that you are an experienced Officer and reporting on the performance of personnel working with you. Realizing that evaluation and reporting is a very serious effort having repercussions to superior-subordinate relationship and general work environment. In order to enhance the objectivity, a 5 point rating scale* is being introduced for various traits, qualities and characteristics. Please tick mark (✓) on a point which you deem fit or typical of the person under evaluation. If you feel that an extreme rating is appropriate, whether positive or negative, make it sure that documentary proofs are available with you, such written warnings or recommendations have been issued at specific time and context. Verbal (oral) advice or suggestions should not be kept in mind.

If a particular job aspect is not relevant, please mark it 'N.A.' then make a total of all the applicable ratings page wise. In the last add up all the obtained ratings and get it converted to percent ratio.

*	1	2	3	4	5
	Below Average	Average	Good	Very good	Outstanding

Chair
Chaudhary

Stam

A. Conduct and General Behaviour / Abilities

1. For all

i) Strength of character	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
ii) Insight	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
iii) Social Skill (to get along others)	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
iv) Initiation for responsibility	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
v) Responsibility towards duties	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
vi) Amenability to discipline	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
vii) Punctuality & Regularity	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
viii) Capacity for Work	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
ix) Capacity for working with others	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>

2. Excluding Class IV employees

i). Leadership	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
ii) Motivation of Excellence	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>

B. Performance Criteria

(Speed, accuracy, neatness, economy etc. needs to be kept in mind)

1. Class I & II

i) Designing	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
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2. J.E. & above

i) Architectural	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
ii) Map Presentation	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>

3. Work supervisor & above

i) Estimation	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
ii) Administration	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
iii) Accounting	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
iv) Measurement	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
v) Quality control procedures testing ability	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
vi) Site Supervision/Monitoring	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
vii) Management of work flow	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>

4. Class II & III





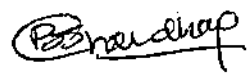
i) Drawing	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
ii) Stock Maintenance	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
iii) Tool & Instrument Handling	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>

5. Class III & above

i) Surveying	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
ii) Knowledge of Machinery used in respective trade	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
iii) Fault Localization	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>

6. Work Supervisor, J.E. & SDE

i) Map Preservation	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
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7. Class III excluding J.E.& Supervisor

i) Levelling	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
ii) Repairing	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
C. General health (For all) (Fitness for work)	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>

D. Grading based and attendance (For all)

(Please rate on the basis of office records after taking into consideration leaves availed, causation of leaves, over stay, off job bouts, stay at headquarter, etc.)

<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
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E. No. of metrics checked
(from A to D)

F. Total sum of ratings for the metrics checked (from A to D) _____

G. Critical Incident

[Please make a note of any significant +ve or -ve incident below, if any, reportable incident is here. In case of reportable +ve event, award a bonus of 10 rating points and in case of reportable -ve event then award a penalty of -10 points. (Keep in mind some gross intentional act leading to loss, act of doubtful integrity, some award, some innovation, some extra ordinary achievement etc)].

-10 0 +10

H. Whether the officer/official delivers the services or disposes of the cases in a given time frame?
(Reply in 'Yes' or 'No')

I. Proficiency Score : (Overall assessment) $= \frac{F \times 100}{E \times 5} =$ _____

J. Effective Score: Proficiency Score+ Critical Incident Score: I+G =

K. Grading:

Effective score	Rating
≤ 25	Below Average
>25 but ≤ 50	Average
>50 but ≤ 75	Good
>75 but ≤ 85	Very Good
>85	Outstanding

L. Any improvement/suggestion/training recommended for officer/official _____

M. Fitness for promotion _____

Signature of Reporting Office

Remarks of the Reviewing Authority

- a) Endorsed Yes / No
- b) Agreement with observations
(Use separate sheet, if required)
- c) Do not agree with remarks (Use separate sheet, if required)

Signature

Accepting Authority

Remarks
Counter signature

(Handwritten signatures and initials)

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

Personal File No.

Annual Personnel Evaluation Proforma for staff working with the Horticulture Division
of Engineering Cell.

- Period of Evaluationto.....
1. Name
 2. Post / Designation
 3. Pay Level
 4. Total Experience (Years)
 - i) (Experience at M.D. University
 - ii) (Experience on the Present Position
 5. Any additional qualification attained/ training undergone during this period.....
 6. Special significance of the period of evaluation, if any.....
(e.g. Probation year, Retirement year, Promotion year etc.)

INSTRUCTIONS TO THE REPORTING OFFICER

Withstanding that you are an experienced Officer and reporting on the performance of personnel working with you. Realizing that evaluation and reporting is a very serious effort having repercussions to superior-subordinate relationship and general work environment. In order to enhance the objectivity, a 5 point rating scale* is being introduced for various traits, qualities and characteristics. Please tick mark (√) on a point which you deem fit or typical of the person under evaluation. If you feel that an extreme rating is appropriate, whether positive or negative, make it sure that documentary proofs are available with you, such written warnings or recommendations have been issued at specific time and context. Verbal (oral) advice or suggestions should not be kept in mind.

If a particular job aspect is not relevant, please mark it 'N.A.' then make a total of all the applicable ratings page wise. In the last add up all the obtained ratings and get it converted to percent ratio.

*	1	2	3	4	5
	Below Average	Average	Good	Very good	Outstanding







A. Conduct and General Behaviour / Abilities

1. For all

i)	Strength of character	1	2	3	4	5
ii)	Insight	5	4	3	2	1
iii)	Social Skill (to get along others)	1	2	3	4	5
iv)	Initiation for responsibility	5	4	3	2	1
v)	Responsibility towards duties	1	2	3	4	5
vi)	Amenability to discipline	5	4	3	2	1
vii)	Punctuality & Regularity	1	2	3	4	5
viii)	Capacity for Work	5	4	3	2	1
ix)	Capacity for working with others	1	2	3	4	5

2. Excluding Class IV employees

i)	Leadership	1	2	3	4	5
ii)	Motivation of Excellence	5	4	3	2	1

B. Performance Criteria

(Speed accuracy, neatness, economy etc. need to be kept in mind)

1. For all

i)	Knowledge of plants (Horticultural)	1	2	3	4	5
ii)	Knowledge of fertilizers, manure etc.	5	4	3	2	1
iii)	Knowledge of Insecticides	1	2	3	4	5
iv)	Floriculture	1	2	3	4	5
v)	Environmental awareness and Conservation	1	2	3	4	5
vi)	Knowledge of Machinery used	5	4	3	2	1

2. J.E. & above.

i)	Map Presentation	1	2	3	4	5
ii)	Map Preservation	5	4	3	2	1
iii)	Landscaping & Designing	1	2	3	4	5
iv)	Quality Control	5	4	3	2	1

3. Work Supervisor & above

i)	Accounting	1	2	3	4	5
ii)	Administration	5	4	3	2	1
iii)	Estimation	1	2	3	4	5
iv)	Measurement	5	4	3	2	1

4. Class II & III

i)	Stock Maintenance	5	4	3	2	1
----	-------------------	---	---	---	---	---

5. Class III & above

i)	Surveying	1	2	3	4	5
ii)	Soil testing	1	2	3	4	5
iii)	Management of work flow	5	4	3	2	1
iv)	Site supervision/Monitoring	1	2	3	4	5

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Brandip

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6. Class III & IV

i) Soil Levelling	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
ii) Tools & Equipments Handling	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>

7. Only for Class IV employees

i) Soil preparation	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
ii) Plant breeding	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
iii) Grass Laying	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>

C. General health (For all)
(Fitness for work)

<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
----------	----------	----------	----------	----------

D. Grading based on attendance (For all)

(Please rate on the basis of office records after taking into consideration leaves availed causation of leaves, over stay, off job bouts, stay at headquarter etc.)

<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
----------	----------	----------	----------	----------

E. No. of metrics checked (A to D) _____

F. Total sum of ratings for the metrics checked (A to D) _____

G. Critical Incident

(Please make a note of any significant +ve or -ve incident below, if any, reportable incident is here. In case of reportable +ve event, award a bonus of 10 rating points and in case of reportable -ve event then award a penalty of -10 points. (Keep in mind some gross intentional act leading to loss, act of doubtful integrity, some award, some innovation, some extra ordinary achievement etc)).

-10, 0, +10

H. Whether the officer/official delivers the services or disposes of the cases in a given time frame?
(Reply in 'Yes' or 'No')

I. Proficiency Score : (Overall assessment) $= \frac{F \times 100}{E \times 5} =$ _____

J. Effective Score: Proficiency Score+ Critical Incident Score: I + G

K. Grading:

Effective Score	Rating
≤ 25	Below Average
>25 but ≤ 50	Average
>50 but ≤ 75	Good
>75 but ≤ 85	Very Good
> 85	Outstanding

L. Any improvement/suggestion/training recommended for officer/official _____

M. Fitness for promotion _____

Signature of Reporting Office

Remarks of the Reviewing Authority

- a) Endorsed Yes / No
- b) Agreement with observations
(Use separate sheet, if required)
- c) Do not agree with remarks (Use separate sheet, if required)

Signature

Accepting Authority

Remarks
Counter signature

(Handwritten signatures and marks at the bottom of the page)

8-9831
29/11/23
en-4/437
04/12/23

-370- VC/UNP
28/11/23

From Additional Chief Secretary to Govt., Haryana,
Higher Education Department,
Chandigarh.

To The Vice Chancellors of all State Universities of Haryana
(In the ambit of Higher Education, Haryana).

Memo.No.18/86-2023 UNP (1),
Dated, Panchkula, the 21/11/2023

Subject:- Regarding anomalies observed in the maximum age limit in recruitment for
various teaching and not teaching posts.

Kindly refer to the subject cited above.

I have been directed to inform you that the State Government has decided all
future advertisements by the various State Universities be done based on the Government
norms without any relaxations whatsoever

Recruitments for which advertisements have already been issued before
20.10.2023 based on relaxed age norms are allowed to be concluded logically.

Wmo d
Deputy Director UNP,
for Additional Chief Secretary to Govt., Haryana
Higher Education Department,
Chandigarh.

Endst. No. 18/86-2023 UNP (1),

Dated, Panchkula, the 11.2023

A copy of the above are forwarded to the following for information and necessary
action:-

1. Secretary to Hon'ble Governor, Haryana.
2. PS to Chief Secretary, Haryana.
3. Secretary to PSCM, Haryana.
4. Secretary to APSCM, Haryana.
5. Secretary to Hon'ble E.M.
6. Chairperson, Haryana State Higher Education Council, Panchkula.
7. PS/PHSE
8. PS/DGHE
9. PS/DGTE
10. PS/Addl. Director Admn.
11. All concerned of UNP Branch

-Sol-
Deputy Director UNP,
for Additional Chief Secretary to Govt., Haryana
Higher Education Department,
Chandigarh.

R0-1421
28/11/23

Appendix - c/34
12/11/23
25/11/2023
Reqs

29/11
An(BN)/An(BN)
48
21.11.23
SEN-1
14
30/11/23
EN-4

The committee proposed the following criteria for short listing and selection of candidates for appointment to the post of Associate Professor and Professor in the University:

A. Criteria for short listing the eligible candidates for appointment to the post of Associate Professor and Professor in the University

Methodology for University and College Teachers for calculating Academic/Research Score
(Assessment must be based on evidence produced by the teacher such as:
Copies of publications, project sanction letter, utilization and completion certificate issued by the University and acknowledgement for patent filing and approval letters, students' Ph. D. award letters, etc.)

S. N.	Academic/ Research Activity	Faculty of Sciences/ Engineering/ Agriculture/ Medical/ Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/ Social Sciences/ Library/ Education/ Commerce/ Management & other related disciplines	
1.	Research Papers in Peer-reviewed/ UGC Journals upto 13.06:2019 and UGC CARE Listed Journals w. e. f. 14.06:2019.	Without Impact Factor	13	15
		Impact Factor between 0 and 1	18	20
		Impact Factor between 1 and 2 (1 and 2 both Inclusive)	23	25
		Impact Factor between 2 and 5 (only 5 Inclusive)	28	30
		Impact Factor between 5 and 10 (only 10 Inclusive)	33	35
		Impact Factor greater than 10	38	40
		2. Publications (other than Research Papers)		
a) Books authored which are published by:				
	International Publishers	12	12	
	National Publishers	10	10	
	Chapter in Edited Book	05	05	
	Editor of Book by International Publisher	10	10	
	Editor of Book by National Publisher	08	08	
b) Translation work in Indian and Foreign Languages by qualified faculties				
	Chapter or Research Paper	03	03	
	Book	08	08	
3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and Innovative courses and curricula.				
	(a) Development of Innovative Pedagogy	05	05	

[Signature]

	(b) Design of new curricula and courses	02 Per curricula/ course	02 Per Curricula/ course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course) (in case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/ subject matter expert for each module MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course) (in case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/ paper/ e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper/ e-book	10	10
4.	(a) Research Guidance		
	Ph. D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M. Phil (only upto the Academic Session allowed by the UGC) / P.G. dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Project Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Project Ongoing		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5.	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/ organisation like UNO/ UNESCO/ World Bank/ International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04

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	(c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	Invited lectures/ Resource Person/ paper presentation in Seminars/ Conferences/ full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

Note 1 Impact factor to be determined as per Thomson Reuters list

2. a) For two authors: 70% of total value of publication for each author.
 b) For more than two authors: 70% of total value of publication for the First / Principal / Supervisor / Co-Supervisor / Corresponding author and 30% of total value of publication for each of the joint authors.
 c) For Publications other than Research Paper, 70% of total value of Publication for each author in case of two authors and 30% of total value of publication in case of more than 2 authors. However, first/corresponding author will get 70% marks irrespective of total number of authors.
3. For Joint Projects: Principal Investigator and Co-investigator would get 50% each.
4. (i) Paper presented, if part of edited book or proceeding then it can be claimed only once.
 (ii) For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor/Supervisor and Co-supervisor, both shall get 7 marks each
5. The research score shall be from at least three categories out of six categories.

*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b): Policy Document and 6: Invited lectures / Resource Person / Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

For example: Suppose, the total score obtained is 400 which includes the score from the category 5(b) and 6 as 140 i.e. the score from other categories is 260. Find 30% of the total score, which in this case is 30% X 400=120. Due to upper capping of 30% of the total research score, 120 score will be counted and not 140. The effective total score will be 260+120=380.

On the basis of the research score, the top 12+3n candidates will be shortlisted for n (n=1,2,3,...) posts, for example, if it is more than 15 for single post and more than 18, 21, 24, ... for 2, 3, 4, ... posts, respectively, then further shortlisting will be done in the manner as given in 'B' below.

Dr. ...

However, the process of shortlisting / selection will be carried out for filling up only that many advertised posts which satisfy atleast 1:3 ratio for advertised number of posts to the number of eligible candidates e.g. If there are 7 applicants for three advertised posts, then selection shall be made only against two posts.

B. Selection of shortlisted candidates for UTDs/ MDU-CPAS/CDOE:

The shortlisted candidates shall appear before the selection committee having composition as per Statute - 22 of M. D. University Act.

The selections shall be based on the performance in the interview by assessing the following:

Sr. No.	Component	Weightage	
		For Associate Professor	For Professor
(i)	Subject Knowledge	30%	20%
(ii)	Research Contribution	30%	40%
(iii)	Presentation, & ICT Knowledge	20%	20%
(iv)	Communication Skills & Overall Personality	20%	20%

Note: The candidates failing to secure atleast 50% marks in the performance in the interview will not be considered suitable for consideration of selection.

Dr. aw

ORDINANCE: ADMISSION COMMITTEE

1. Admission of students of the University shall be regulated by a committee of the Academic Council to be called 'Admission Committee', consisting of the following:

- a) Vice-Chancellor Chairman
- b) Dean, Academic Affairs
- c) All Deans of Faculties
- d) Dean, Student Welfare
- e) Dean, Colleges Development Council
- f) Chief Warden (Girls)
- g) Chief Warden (Boys)
- h) **Director, IQAC**
- i) **Director, Center for Distance and Online Education**
- j) **Director, University Computer Centre**
- k) One Principal from each of the following categories of colleges/ Institutions recognised/ maintained by the University to be nominated by the Vice-Chancellor for a term of two years.
 - I. Colleges/ Institutions maintained by the University
 - II. Govt. Colleges other than the Colleges of Education
 - III. Professional Colleges including Colleges of Education
 - IV. Other non-Govt. Colleges
 - V. Non-Govt. SFS Degree Colleges
- l) Four members to be nominated by the Academic Council from amongst its own members for a term of two years.
- m) Controller of Examinations

The Registrar shall be the Member Secretary. Two fifth of the members will form the quorum.

"The members of the colleges and the Deans of Faculties on the Campus only will be invited if at such a meeting matters concern the University Teaching Departments/ Colleges on the Campus alone are to be discussed".

2. The Admission Committee shall, subject to the provisions of ordinance, decide:-

- I. The manner in which admission to the University Teaching Departments and to the Colleges recognised/ maintained by the University shall be regulated.
- II. In particular and without prejudice to the generally of the foregoing power, the committee may lay down:-
- III. The Principals for drawing up to merit lists of candidates applying for admission, and the categories of candidates for which any seats are to be reserved and / or to whom any weightage is to be allowed for placement in the merit lists.
- IV. The number of seats to be available in the University Teaching Departments and in the colleges (excluding Govt. Colleges). The seats for courses in Govt. Colleges will be decided on the recommendations of the Higher Education Commissioner, Haryana.
- V. The schedule of dates for admission to the various courses.
- VI. Such other matters as may be referred to it by the Vice-Chancellor.

Q 21/4/2023
Dainy
21/4/23

CURRICULUM AND CREDIT FRAMEWORK FOR UNDERGRADUATE PROGRAMMES (CCFUGP)



MAHARSHI DAYANAND UNIVERSITY

ROHTAK (HARYANA)

**Developed by
Centre for Curriculum Design and
Development**

2023

Dr. R.P. Singh

S. Kumar

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1.0. Introduction

Education plays a significant role in the holistic development of the student. A robust, flexible, multidisciplinary education framework with "Learner Centric Pedagogy" could effectively transform a student into a global citizen of tomorrow to catalyze nation's growth and development. The National Education Policy 2020 (NEP 2020) outlines the goals, objectives, and policies for the development and improvement of education across all levels. The NEP 2020 is a comprehensive and ambitious policy that aims to transform the Indian education system and makes it more student-centric, holistic and to align with the needs of the 21st century. Some of the key features of the NEP 2020 include:

- Multidisciplinary, flexible and equitable education framework for the holistic development of learners
- Emphasis on skill-based education, vocational education and apprenticeship/internship
- Encourage critical thinking, creativity and problem-solving skills
- Increase the Gross Enrollment Ratio (GER) in higher education to 50% by 2035
- Promotion of Indian languages, art, culture and heritage
- Emphasis on Multidisciplinary, Interdisciplinary, and Transdisciplinary research to develop innovative solutions to overcome societal issues

NEP 2020 advocates that a holistic and multidisciplinary education would aim to develop all capacities of human beings -intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner. Such a holistic education approach is necessarily required at under graduate level. *The 4-year multidisciplinary Bachelor's programme, however, shall be the preferred option since it allows the opportunity to experience the full range of holistic and multidisciplinary education in addition to a focus on the chosen major and minors as per the choices of the student.* The holistic four year under graduate education with multiple entry and exit provisions will help in matching of the undergraduate education to international standards and will facilitate the student mobility for higher studies, research and employability across the globe. The CCFUGP developed for State Universities and their affiliated colleges underlines the heart and soul of NEP 2020.

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2.0. Objectives

The following objectives of NEP 2020 are kept in perspectives while designing the CCFUGP:

- To provide multidisciplinary and holistic education to learners to ensure the unity and integrity of all knowledge;
- To provide flexibility so that learners have the ability to choose programmes, according to their talents and interests;
- To eliminate harmful hierarchies among disciplines/fields of study and silos between different areas of learning;
- To promote creativity and critical thinking and to encourage logical decision-making and innovation;
- To promote ethics and human & constitutional values among the learners;
- To promote multilingualism and the power of language in learning and teaching;
- To impart life skills such as communication, cooperation, teamwork, and resilience;
- To promote outstanding research as a co-requisite for outstanding education and development; and
- To incorporate Indian Knowledge System relevant for a particular discipline or field of studies.

3.0 Scope of the Framework

- i. Curriculum and Credit Framework for Undergraduate Programmes (Multidisciplinary)
- ii. Curriculum and Credit Framework for Undergraduate Programmes (Single Major) (For students who choose to pursue single major from 1st semester)
- iii. Curriculum and Credit Framework for Undergraduate Programmes (Single Major)(For students who choose to pursue single major after 2nd semester of multidisciplinary Programmes)
- iv. Curriculum and Credit Framework for Undergraduate Programmes (Interdisciplinary)

The above framework is applicable to the programmes such as Bachelor of Science (B.Sc.), Bachelor of Arts (B.A.), Bachelor of Commerce (B.Com.), Bachelor of Computer Applications (BCA), Bachelor of Business Administration (BBA) etc.

Dr. Arun

4.0. Main features of Curriculum and Credit Framework

CCFUGP includes the following features:

- i. Opportunity for learners to choose the courses of their interest in all disciplines
- ii. Provision of multiple entry and exit options with a UG Certificate or UG Diploma or UG Degree depending on the number of credits earned
- iii. Flexibility for students to move among the institutions through the implementation of Academic Bank of Credits (ABC)
- iv. Flexibility to switch to alternative modes of learning (Offline, ODL, Online, and Hybrid modes)
- v. Versatile curricular framework for holistic development of graduate

Course:

Course refers to a paper having specified credits which is a component of a programme in a discipline/subject. The course defines the learning objectives and learning outcomes. A course may be designed comprising credits for lectures/tutorials/laboratory work/field work/outreach activities/project work/internship/vocational training etc. or combination thereof.

Credit:

Credit is the weightage given to each course of study. It is the numerical value assigned to a course according to the relative importance of the contents and the contact hours required to teach the prescribed syllabi of the programme.

Discipline Specific Course (DSC)/Major Course:

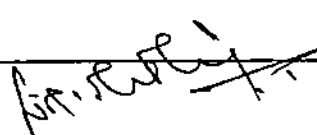
Discipline specific/Major course is the discipline or subject of main focus in which the degree will be awarded. Students should secure the prescribed number of credits (atleast 50% of total credits) through Discipline Specific Course/Major Course in the major discipline.

Minor Course (MIC):

Minor discipline is the discipline that helps a student to gain a broader understanding beyond the major discipline. For example, if a student pursuing Economics as major course may choose Statistics as minor course.

Vocational Course (VOC):

Vocational Course assists student in developing workforce-relevant skills and enhance the employability of student.



Multidisciplinary Course (MDC):

A Multidisciplinary Course is an option to explore disciplines of interest beyond the choices of learners made in their major and minor disciplines.

Ability Enhancement Course (AEC):

Ability Enhancement Course aims to achieve competency in language and communication skills.

Skill Enhancement Course (SEC):

Skill Enhancement Course aims to promote skills pertaining to a particular field of study, impart practical skills, hands-on training, soft skills, etc., in order to enhance the student's employability.

Internship:

Internship is a course to develop a professional ability through an appropriate learning. The duration of Internship is of 120 hours during summer vacation.

Research Project:

Research Project is a course involving applications of knowledge in exploring, analyzing and solving real-life situations/problems.

Dissertation:

Dissertation is a long piece of academic writing based on original research.

Value Added Course (VAC):

Value Added Course aims to add the knowledge of learner beyond academic disciplines.

Semester/Academic Year

A semester comprises 90 working days and an academic year is divided into two semesters.

Academic Bank of Credit (ABC)

Academic Bank of credit is an academic service mechanism to facilitate students to become its academic account holders, thereby paving the way for seamless student mobility between or within degree-granting Higher Educational Institutions through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching-learning. ABC will digitally store the academic credits earned by students from HEIs registered with ABC for awarding degrees/diplomas/certificates taking into account credits earned by students.

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Academic Bank Account

Academic Bank Account is an individual account with the Academic Bank of Credits opened and operated by a student, to which all academic credits earned by the Student from course(s) of study are deposited, recognized, maintained, accumulated, transferred, validated or redeemed for the purposes of the award of degree/diploma/certificates etc. by an awarding institution.

Multiple Entry and Exit Points

These are stages where the students may have options for entry and exit as per UGC Guidelines for Multiple Entry and Exit in Academic Programmes.

Credit Point

It is the product of the grade point and the number of credits for a course.

Grade Point

It is a numerical weight allotted to each letter grade on a 10-point scale.

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.

Semester Grade Point Average (SGPA)

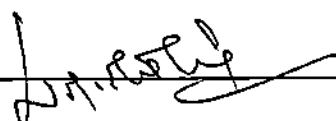
The SGPA is the ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

Cumulative Grade Point Average (CGPA)

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.

5.0. Eligibility

Senior Secondary School Leaving Certificate or Higher Secondary (12th Grade) Certificate obtained after successful completion of Grade 12 or equivalent stage of education corresponding to Level-4. However, the minimum eligibility to various UG programmes will be governed by the Ordinances of the University.



6.0. Programme Structure

The undergraduate degree programme is designed for eight semesters, or four years with multiple entry and exit options.

6.1 Major and Minor disciplines

Major discipline is the discipline or subject of main focus and the degree will be awarded in that discipline. Students should secure the prescribed number of credits (about 50% of total credits) through core courses in the major discipline.

Minor discipline helps a student to gain a broader understanding beyond the major discipline. For example, if a student pursuing an Economics major obtains a minimum of 12 credits from a bunch of courses in Statistics, then the student will be awarded B.A. degree in Economics with a Minor in Statistics.

6.2 Awarding UG Certificate, UG Diploma, and Degrees

UG Certificate: Students who opt to exit after completion of the first year and have secured 48 credits (44 credits in case of single major) will be awarded a UG certificate if, in addition, they complete 4 credits of internship during the summer vacation of the first year. These students are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of seven years.

UG Diploma: Students who opt to exit after completion of the 2nd year and have secured 96 credits (94 credits in case of single major) will be awarded the UG diploma if, in addition, they complete 4 credits of internship during the summer vacation of the second year. These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of seven years.

3-year UG Degree (Bachelor's Degree): Students who wish to undergo a 3-year UG programme will be awarded UG Degree in the Major discipline after successful completion of three years, securing 132 credits (136 credits in case of single major) and satisfying the minimum credit requirement as given in Table 1.

4-year UG Degree (Honours) (Bachelor's Degree with Honors): A four-year UG Honours degree in the major discipline will be awarded to those who complete a 4-year degree programme with 180 credits (184 credits in case of single major) and have satisfied the credit requirements as given in Table 1.

Dr. R. K. Singh

4-year UG Degree (Honours with Research) (Bachelor's Degree with Honors): Students who secure 75% marks and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation under the guidance of a faculty member of the University/College. The research project/dissertation will be in the major discipline. The students, who secure 180 credits (184 credits in case of single major), including 12 credits from a research project/dissertation, are awarded UG Degree (Honours with Research). The students who secure 75% marks in first six semesters will be eligible to pursue UG Degree (Hons. with Research).

UG Degree Programmes with Single Major: A student has to secure a minimum of 50% credits from the major discipline for the 3-year/4-year UG degree to be awarded a single major. For example, in a 3-year UG programme, if the total number of credits to be earned is 136, a student of Physics with a minimum of 68 credits will be awarded a B.Sc. in Physics with a single major. Similarly, in a 4-year UG programme, if the total number of credits to be earned is 184, a student of Physics with a minimum of 92 credits will be awarded a B.Sc. (Hons./Hon. With Research) in Physics in a 4-year UG programme with single major.

Interdisciplinary UG Programmes: The credits for core courses shall be distributed among the constituent disciplines/subjects so as to get core competence in the interdisciplinary programme. For example, a degree in Econometrics requires courses in economics, statistics, and mathematics. The total credits to core courses shall be distributed so that the student gets full competence in Econometrics upon completion of the programme. The degree for such students will be awarded as B.Sc. in Econometrics for a 3-year UG programme or B.Sc. (Honours) / B.Sc. (Honours with Research) in Econometrics for a 4-year UG programme.

Multidisciplinary UG Programmes: In the case of students pursuing a multidisciplinary programme of study, the credits to core courses will be distributed among the broad disciplines such as Life sciences, Physical Sciences, Commerce & Management, Arts, Social Sciences, Humanities, etc., For example, a student who opts for a UG program in Life sciences will have the total credits to core courses distributed across Botany, Zoology and Human biology disciplines. The degree will be awarded as B.Sc. in Life Sciences for a 3-year programme and B.Sc. (Honours) in Life Sciences or B.Sc. (Honours with Research) for a 4-year programme without or with a research component respectively. The CCFUGP is detailed in the Table 1 to 5.

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Table1: Minimum Credit Requirements to Award Degree under Each Category

S. No.	Broad Category of Course	Minimum Credit Requirement as per UGC Guidelines		UG Programmes (Multidisciplinary/ Interdisciplinary)		UG Programmes (Single Major)		UG Programmes (Single Major) For students who choose to pursue single major after 2 nd semester of multidisciplinary Programmes		UG Programmes Interdisciplinary	
		3-year UG	4-Year UG	3-year UG	4-Year UG	3-year UG	4-Year UG	3-year UG	4-Year UG	3-year UG	4-Year UG
1	Discipline Specific Courses (DSC) / Major Course	60	80	72	112 (100+12*)	72	112 (100+12*)	68	108 (96+12*)	76	112 (100 + 12*)
2	Minor Course (MIC including Vocational Courses [VOC])	24	32	24	32	24	32	32	40	24	32
3	Multidisciplinary Courses (MDC)	09	09	09	09	09	09	09	09	09	09
4	Ability Enhancement Courses (AEC)	08	08	08	08	08	08	08	08	08	08
5	Skill Enhancement Courses (SEC)	09	09	09	09	11	11	09	09	09	09
6	Value Added Courses (VAC)	06 – 08	06 – 08	06	06	08	08	06	06	06	06
7	Internship	02 – 04	02 – 04	04	04	04	04	04	04	04	04
8	Research Project / Dissertation*	-	12*	-	12*	-	12*	-	12*	0	12*
	Total	120	160	132	180	136	184	136	184	136	184

Note:*Honours students not undertaking research shall have to do 3 courses for 12 credits in lieu of a research project/Dissertation.

Table 2: Curriculum and Credit Framework for Undergraduate Programmes (Multidisciplinary)

Semester	Discipline-Specific Courses (DSC) / Major Course	Minor (MIC) / Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC) / Internship / Dissertation	Value-Added Courses (VAC)	Total Credits
I	DSC - A1 @ 4 credits	MIC1 @ 2 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	24
	DSC - B1 @ 4 credits						
	DSC - C1 @ 4 credits						
II	DSC - A2 @ 4 credits	MIC2 @ 2 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	24
	DSC - B2 @ 4 credits						
	DSC - C2 @ 4 credits						
Students exiting the programme after second semester and securing 52 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline/ Subject							
III	DSC - A3 @ 4 credits	MIC3 @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits	_____	24
	DSC - B3 @ 4 credits						
	DSC - C3 @ 4 credits						
IV	DSC - A4 @ 4 credits	MIC4(VOC) @ 4 credits	_____	AEC4 @ 2 credits	_____	VAC3 @ 2 credits	20
	DSC - B4 @ 4 credits						
	DSC - C4 @ 4 credits						
Students exiting the programme after fourth semester and securing 96 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject							
V	DSC - A5 @ 4 credits	MIC5(VOC) @ 4 credits	_____	_____	Internship @ 4 credits#	_____	20
	DSC - B5 @ 4 credits						
	DSC - C5 @ 4 credits						
VI	DSC - A6 @ 4 credits	MIC6 @ 4 credits MIC7(VOC) @ 4 credits	_____	_____	_____	_____	20
	DSC - B6 @ 4 credits						
	DSC - C6 @ 4 credits						
Students will be awarded 3-year UG Degree in the relevant Discipline/Subject upon securing 132 credits							
VII*	DSC - H1 @ 4 credits	MIC8 @ 4 credits	_____	_____	_____	_____	24
	DSC - H2 @ 4 credits						
	DSC - H3 @ 4 credits						
	DSC - H4 @ 4 credits						
	DSC - H5 @ 4 credits						
VIII* (4yr UG Hon.)	DSC - H6 @ 4 credits	MIC9 @ 4 credits	_____	_____	_____	_____	24
	DSC - H7 @ 4 credits						
	DSC - H8 @ 4 credits						
	DSC - H9 @ 4 credits						
	DSC - H10 @ 4 credits						
VIII* (4yr UG Hon. with Research)	DSC - H6 @ 4 credits	MIC9 @ 4 credits	_____	_____	Research project/ Dissertation @ 12 credits	_____	24
	DSC - H7 @ 4 credits						

						TOTAL CREDITS	180

*Student should select one major discipline (Out of A, B, or C studied during first three years of UG Programmes) in which he/she wishes to pursue Honors. This framework is subject to modification as per UGC guidelines at the University level. The universities may decide to offer the Honors degree Programmes subject to the fulfillment of credit point table

#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.

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Table 3: Curriculum and Credit Framework for Undergraduate Programmes (Single Major)

Semester	Discipline-Specific Courses (DSC) / Major Course	Minor(MIC)/ Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)/ Internship /Dissertation	Value-Added Courses (VAC)	Total Credits
I	DSC - A1 @ 4 credits	MIC1 @ 4 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	22
	DSC - A2 @ 4 credits						
II	DSC - A3 @ 4 credits	MIC2 @ 4 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	22
	DSC - A4 @ 4 credits						
Students exiting the programme after second semester and securing 48 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline/Subject							
III	DSC - A5 @ 4 credits	MIC3 @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits	VAC3 @ 2 credits	22
	DSC - A6 @ 4 credits						
IV	DSC - A7 @ 4 credits	MIC4(VOC) @ 4 credits	-----	AEC4 @ 2 credits	-----	VAC4 @ 2 credits	24
	DSC - A8 @ 4 credits						
	DSC - A9 @ 4 credits						
	DSC - A10 @ 4 credits						
Students exiting the programme after fourth semester and securing 94 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject							
V	DSC - A11 @ 4 credits	MIC5(VOC) @ 4 credits	-----	-----	Internship @ 4 credits#	-----	24
	DSC - A12 @ 4 credits						
	DSC - A13 @ 4 credits						
	DSC - A14 @ 4 credits						
VI	DSC - A15 @ 4 credits	MIC6(VOC) @ 4 credits	-----	-----	SEC3 @ 2 credits	-----	22
	DSC - A16 @ 4 credits						
	DSC - A17 @ 4 credits						
	DSC - A18 @ 4 credits						
Students will be awarded 3-year UG Degree in relevant major Discipline/Subject upon securing 136 credits:							
VII	DSC - H1 @ 4 credits	MIC7 @ 4 credits	-----	-----	-----	-----	24
	DSC - H2 @ 4 credits						
	DSC - H3 @ 4 credits						
	DSC - H4 @ 4 credits						
	DSC - H5 @ 4 credits						
VIII (4yr UG Hon.)	DSC - H6 @ 4 credits	MIC8 @ 4 credits	-----	-----	-----	-----	24
	DSC - H7 @ 4 credits						
	DSC - H8 @ 4 credits						
	DSC - H9 @ 4 credits						
	DSC - H10 @ 4 credits						
VIII (4yr UG Hon. with Research)	DSC - H6 @ 4 credits	MIC8 @ 4 credits	-----	-----	Research project/ Dissertation @ 12 credits	-----	24
	DSC - H7 @ 4 credits						
						TOTAL CREDITS	184

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#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.

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Table 4: Curriculum and Credit Framework for Undergraduate Programmes (Single Major)
(For students who choose to pursue single major after 2nd semester of multidisciplinary Programmes)

Semester	Discipline-Specific Courses (DSC) / Major Course	Minor(MIC)/ Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)/ Internship /Dissertation	Value-Added Courses (VAC)	Total Credits
I	DSC - A1 @ 4 credits	MIC1 @ 2 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1@ 3 credits	VAC1 @ 2 credits	24
	DSC - B1 @ 4 credits						
	DSC - C1 @ 4 credits						
II	DSC - A2 @ 4 credits	MIC2 @ 2 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2@ 3 credits	VAC2 @ 2 credits	24
	DSC - B2 @ 4 credits						
	DSC - C2 @ 4 credits						
Students exiting the programme after second semester and securing 52 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline /Subject							
III	DSC - A3 @ 4 credits	MIC3 (VOC) @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3@ 3 credits	_____	24
	DSC - A4 @ 4 credits						
	DSC - A5 @ 4 credits						
IV	DSC - A6 @ 4 credits	MIC4(VOC)@ 4 credits	_____	AEC4 @ 2 credits	_____	VAC3 @ 2 credits	24
	DSC - A7 @ 4 credits						
	DSC - A8 @ 4 credits						
	DSC - A9 @ 4 credits						
Students exiting the programme after fourth semester and securing 100 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject							
V	DSC - A10 @ 4 credits	_____	_____	_____	Internship @ 4 credits#	_____	20
	DSC - A11 @ 4 credits						
	DSC - A12 @ 4 credits						
	DSC - A13 @ 4 credits						
VI	DSC - A14 @ 4 credits	MIC5(VOC)@ 4 credits	_____	_____	_____	_____	20
	DSC - A15 @ 4 credits						
	DSC - A16 @ 4 credits						
	DSC - A17 @ 4 credits						
Students will be awarded 3-year UG Degree in relevant major Discipline/Subject upon securing 136 credits							
VII	DSC - H1 @ 4 credits	MIC6 @ 4 credits	_____	_____	_____	_____	24
	DSC - H2 @ 4 credits						
	DSC - H3 @ 4 credits						
	DSC - H4 @ 4 credits						
	DSC - H5 @ 4 credits						
VIII (4yr UG Hon.)	DSC - H6 @ 4 credits	MIC7 @ 4 credits	_____	_____	_____	_____	24
	DSC - H7 @ 4 credits						
	DSC - H8 @ 4 credits						
	DSC - H9 @ 4 credits						
VIII (4yr UG Hon. with Research)	DSC - H6 @ 4 credits	MIC7 @ 4 credits	_____	_____	Research project/ Dissertation @ 12 credits	_____	24
	DSC - H7 @ 4 credits						
						TOTAL CREDITS	184

#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.

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Table 5: Curriculum and Credit Framework for Undergraduate Programmes (Interdisciplinary)

Semester	Discipline-Specific Courses (DSC)/Major Course	Minor(MIC)/ Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)/ Internship /Dissertation	Value-Added Courses (VAC)	Total Credits
I	DSC - ID1 @ 4 credits DSC - ID2 @ 4 credits	MIC1 @ 4 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	22
II	DSC - ID3 @ 4 credits DSC - ID4 @ 4 credits	MIC2 @ 4 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	22
Students exiting the programme after second semester and securing 48 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline/Subject							
III	DSC - ID5 @ 4 credits DSC - ID6 @ 4 credits DSC - ID7 @ 4 credits	MIC3 @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits	_____	24
IV	DSC - ID8 @ 4 credits DSC - ID9 @ 4 credits DSC - ID10 @ 4 credits DSC - ID11 @ 4 credits	MIC4(VOC) @ 4 credits	_____	AEC4 @ 2 credits	_____	VAC3 @ 2 credits	24
Students exiting the programme after fourth semester and securing 96 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject							
V	DSC - ID12 @ 4 credits DSC - ID13 @ 4 credits DSC - ID14 @ 4 credits DSC - ID15 @ 4 credits	MIC5(VOC) @ 4 credits	_____	_____	Internship @ 4 credits#	_____	24
VI	DSC - ID16 @ 4 credits DSC - ID17 @ 4 credits DSC - ID18 @ 4 credits DSC - ID19 @ 4 credits	MIC6(VOC) @ 4 credits	_____	_____	_____	_____	20
Students will be awarded 3-year UG Degree in relevant major. Discipline/Subject upon securing 136 credits							
VII	DSC - ID20 @ 4 credits DSC - ID21 @ 4 credits DSC - ID22 @ 4 credits DSC - ID23 @ 4 credits DSC - ID24 @ 4 credits	MIC7 @ 4 credits	_____	_____	_____	_____	24
VIII (4yr UG Hon.)	DSC - ID25 @ 4 credits DSC - ID26 @ 4 credits DSC - ID27 @ 4 credits DSC - ID28 @ 4 credits DSC - ID29 @ 4 credits	MIC8 @ 4 credits	_____	_____	_____	_____	24
VIII (4yr UG Hon. with Research)	DSC - ID25 @ 4 credits DSC - ID26 @ 4 credits	MIC8 @ 4 credits	_____	_____	Research project/ Dissertation @ 12 credits	_____	24
						TOTAL CREDITS	184

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#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.

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NOTE:

DSC/MC	Discipline Specific Course/Major Course: Credit of a DSC major could be the combination of lecture credits, tutorial credits, and practical credits. DSC includes core courses, subject elective and subject skill enhancement courses.
MIC including VOC	Minor Course (MIC) with minimum 24 Credits including Vocational Course (VOC)
MDC	Multidisciplinary Course: All UG students must undergo three introductory level multidisciplinary courses relating to Natural Sciences, Physical Sciences, Humanities, Arts & Social Sciences, Commerce & Management, Interdisciplinary Studies. Students are not allowed to choose or repeat courses already undergone at the higher secondary level (12th class) or opted as major and minor stream under this category.
AEC	Ability Enhancement Course: Ability Enhancement (Language) courses may be designed to achieve competency in the Modern Indian Language and English, with a special emphasis on language and communication skills.
SEC	Skill Enhancement Course: Skill Enhancement Courses may be primed to impart practical skills, hands-on training, soft skills, etc., to enhance the student's employability.
Summer Internship	Internships will require 120 hours (1 credit: 30 hrs of engagement) of involvement working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities during summers. #Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.
Research Project/ Dissertation	Research Project/ Dissertation for UG degree (Honours with research) will be completed in the eighth semester under the guidance of a college and university faculty member.
VAC	Value Added Course: All UG students must undergo at least three Value Added Courses
	For students who choose to pursue single major after 2nd semester of multidisciplinary Programmes The 16 credits earned during first year in the two subjects, other than the subject which is continued as Single Major, will be counted towards minor

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DSC Major and Minor in I& II Semesters will have Foundation or Introductory level courses. DSC Major and Minor in III & IV semesters will be Intermediate Level Courses. Whereas DSC Major and minor in V & VI shall be of higher level courses and in VII & VIII semesters, advanced level courses will be offered.

6.3. Credit hours for different types of courses

A credit is a unit by which the workload relating to a course is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks).

Required contact hours to earn credits will be as follows:

Nature of Work	Course Credits	Contact hours per week	Contact hours per semester (15 weeks)
Lecture	01	01	15
Tutorial per paper	01	01	15
Practical, Seminar, Internship, field practice/project, or community engagement, etc.	01	02	30

A course can have a combination of lecture credits, tutorial credits, and practicum credits. For example, a 4-credit course with three credits assigned for lectures and one credit for practicum shall have three 1-hour lectures per week and one 2-hour duration field-based learning/project or lab work, or workshop activities per week. In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 30 hours of practicum. Similarly, a 4-credit course with 3-credits assigned for lectures and one credit for tutorial shall have three 1-hour lectures per week and one 1-hour tutorial per week. In a semester of 15 weeks duration, a four-credit course is equivalent to 45 hours of lectures and 15 hours of tutorials.

The following types of courses/activities constitute the programmes of study. Each of them will require a specific number of hours of teaching/guidance and laboratory/studio/workshop activities, field-based learning/projects, internships, and community engagement and service

• Lecture courses:

Courses involving lectures relating to a field or discipline by an expert or qualified personnel in a field of learning, work/vocation, or professional practice.

• Tutorial courses:

Courses involving problem-solving and discussions relating to a field or discipline under the guidance of qualified personnel in a field of learning, work/vocation, or professional practice.

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• **Practicum or Laboratory work:**

A course requiring students to participate in a project or practical or lab activity that applies previously learned/studied principles/theory related to the chosen field of learning, work/vocation, or professional practice under the supervision of an expert or qualified individual in the field of learning, work/vocation or professional practice.

• **Seminar:**

A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation, or professional practice.

• **Internship:**

A course requiring students to participate in a professional activity or work experience, or cooperative education activity with an entity external to the education institution, normally under the supervision of an expert of the given external entity. A key aspect of the internship is induction into actual work situations. Internships involve working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities to provide opportunities for students to actively engage in on-site experiential learning.

• **Studio activities:**

Studio activities involve the engagement of students in creative or artistic activities. Every student is engaged in performing a creative activity to obtain a specific outcome. Studio-based activities involve visual- or aesthetic-focused experiential work.

• **Field practice/projects:**

Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity.

• **Community engagement and service:**

Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity. The curricular component of 'community engagement and service' will involve activities that would expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems.



7.0 Curricular components of the undergraduate programmes

The curriculum includes courses in language, skill, environmental education, India comprehension, digital and technological solutions, health and wellness, yoga education, sports and fitness, and more. It also includes courses from major streams, minor streams, and other disciplines.

7.1 *Disciplinary/ Interdisciplinary Major:* A student's major would give them the opportunity to study a specific subject or field in depth. The major would provide the opportunity for a student to pursue in-depth study of a particular subject or discipline. Students may be allowed to change major within the broad discipline at the end of the second semester by giving her/him sufficient time to explore interdisciplinary courses during the first year. Advanced-level disciplinary/interdisciplinary courses, a course in research methodology, and a project/dissertation will be conducted in the seventh semester. The final semester may comprise seminar presentation, preparation, and submission of project report/dissertation. The project work/dissertation will be on a topic in the disciplinary programme of study or an interdisciplinary topic.

7.2 *Disciplinary/ Interdisciplinary Minor:* Courses from disciplinary or interdisciplinary minors, as well as skill-based courses related to a chosen vocational education programme, will be available to students. Students who complete a sufficient number of courses outside of their intended major can pursue a minor in that field or in the selected interdisciplinary field. After completing a variety of courses in the second semester, students can declare their preferred minor and vocational stream.

7.3 *Vocational Education and Training:* In addition to imparting theoretical and practical knowledge, the undergraduate programme will incorporate vocational education and training to impart skills. A minimum of 12 credits will be awarded to students in the "Minor" stream of vocational education and training. These credits may be related to the student's preferred major or minor or choice of the student. These classes will be helpful in locating employment for students who drop out before finishing the programme.

7.4 *Multidisciplinary courses:* All UG students are required to undergo 3 introductory-level courses relating to any of the broad disciplines given below. These courses are intended to broaden the intellectual experience and form part of liberal arts and science education. Students are not allowed to choose or repeat courses already undergone at the higher secondary level (12th class) or opted as major and minor stream under this category.

Dr. R. S. Choudhary

- I. **Life Sciences:** Biochemistry, Biotechnology, Botany, Bioinformatics, Medical Biotechnology, Environmental Sciences, Food Technology, Forensic Sciences, Genetics, Microbiology, Zoology, Chemistry and other Life & Natural Sciences and other Natural Science disciplines are among the foundational courses that students can choose from.
- II. **Physical Sciences:** Chemistry, Physics, Mathematics, Computer Sciences, Statistics, Energy and Environmental Sciences and other Physical Science disciplines are among the foundational courses that students can choose from. The courses in this category will assist students in utilizing and putting techniques and tools into use in both their major and minor fields. Training in applications languages like STATA, SPSS, Tally, and other programming languages like Python could be a part of the class. When it comes to data analysis and the use of quantitative tools, the fundamental courses in this category will be beneficial to science and social science.
- III. **Commerce and Management:** The courses cover topics like Accounting, Commerce, Business Studies, Human Resource Management, Finance, Production & operations International Business, Business Economics, E – Business, Travel & Tourism Management Financial institutions, Financial Technology, Data Science, English, Sociology, Psychology and other areas.
- IV. **Arts, Humanities and Social Sciences:** Through courses in the social sciences like Economics, History, Geography, Sanskrit, Music, Visual Arts, Political science, Psychology, Sociology, Defence Studies, English, Hindi, Public Administration, Library Sciences, Journalism, Mass Media and Communication among others, students will be able to comprehend people and their social behavior, society, and country. Survey methods and India-specific large-scale databases will be taught to students. History, archaeology, comparative literature, the arts and creative expressions, creative writing and literature, language(s), philosophy, and other related fields are just a few examples of courses that fall under the heading "humanities," as well as courses that are related to the humanities that are taught across disciplines.
- V. **Interdisciplinary Studies:** Taking courses in interdisciplinary fields like Environmental Sciences, Yoga Sciences, Gender Studies, Political Economy and Development, Global Environment & Health, Cognitive Science, International Relations, Political Economy and Development, Sustainable Development, and so on will help the learners to

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understand society.

7.5 Language Enhancement Courses: Students must demonstrate proficiency in English and a Modern Indian Language (MIL), with an emphasis on their language and communication skills, in order to graduate. The primary objective of the classes is to assist students in developing and demonstrating fundamental linguistic skills like critical reading, expository writing, and academic writing. These skills help students understand the significance of language as a medium for knowledge and identity, as well as how to express their ideas in a clear and coherent manner. They would enable students to become familiar with the cultural and intellectual heritage of the chosen MIL and English languages, in addition to providing students with a reflective understanding of the complexity and structure of the language and literature related to both languages. The courses will also place an emphasis on the development and enhancement of skills like communication and the capacity for discussion and debate.

7.6 Skills Enhancement Courses (SEC): By giving students practical knowledge, hands-on experience, soft skills, etc., these courses aim to improve students' employability. The universities may design courses based on the needs of the students and the resources at its disposal.

7.7 Value-Added Courses (VAC) Common to All UG Students

Understanding India: The course aims at enabling the students to acquire and demonstrate the knowledge and understanding of contemporary India with its historical perspective, the basic framework of the goals and policies of national development, and the constitutional obligations with special emphasis on constitutional values and fundamental rights and duties. The course would also focus on developing an understanding among student-teachers of the Indian knowledge systems, the Indian education system, and the roles and obligations of teachers to the nation in general and to the school/community/society. The course will attempt to deepen knowledge about and understanding of India's freedom struggle and of the values and ideals that it represented to develop an appreciation of the contributions made by people of all sections and regions of the country, and help learners understand and cherish the values enshrined in the Indian Constitution and to prepare them for their roles and responsibilities as effective citizens of a democratic society.

Environmental science/education: The course seeks to equip students with the ability to apply the acquired knowledge, skills, attitudes, and values required to take appropriate

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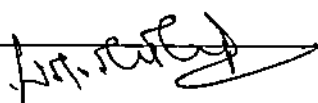
actions for mitigating the effects of environmental degradation, climate change, and pollution, effective waste management, conservation of biological diversity, management of biological resources, forest and wildlife conservation, and sustainable development and living. The course will also deepen the knowledge and understanding of India's environment in its totality, its interactive processes, and its effects on the future quality of people's lives.

Digital and technological solutions: Courses in cutting-edge areas that are fast gaining prominences, such as Artificial Intelligence (AI), 3-D machining, big data analysis, machine learning, drone technologies, and Deep learning with important applications to health, environment, and sustainable living that will be woven into undergraduate education for enhancing the employability of the youth.

Health & Wellness, Yoga education, sports, and fitness: Course components relating to health and wellness seek to promote an optimal state of physical, emotional, intellectual, social, spiritual, and environmental well-being of a person. Sports and fitness activities will be organized outside the regular institutional working hours. Yoga education would focus on preparing the students physically and mentally for the integration of their physical, mental, and spiritual faculties, and equipping them with basic knowledge about one's personality, maintaining self-discipline and self-control, to learn to handle oneself well in all life situations. The focus of sports and fitness components of the courses will be on the improvement of physical fitness including the improvement of various components of physical and skills-related fitness like strength, speed, coordination, endurance, and flexibility; acquisition of sports skills including motor skills as well as basic movement skills relevant to a particular sport; improvement of tactical abilities; and improvement of mental abilities.

The Universities may introduce other innovative value-added courses relevant to the discipline or common to all UG programmes.

7.8 Summer Internship/Apprenticeship: key aspect of the new UG programme is induction into actual work situations. All students will also undergo internships / Apprenticeships in a firm, industry, or organization or Training in labs with faculty and researchers in their own or other HEIs/research institutions during the summer term. Students will be provided with opportunities for internships with local industry, business organizations, health and allied areas, local governments (such as panchayats,



municipalities), Parliament or elected representatives, media organizations, artists, crafts persons, and a wide variety of organizations so that students may actively engage with the practical side of their learning and, as a by-product, further improve their employability. Students who wish to exit after the first two semesters will undergo a 4-credit work-based learning/internship during the summer term in order to get a UG Certificate.

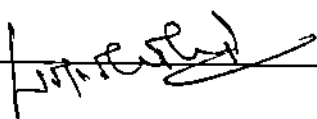
Community engagement and service: The curricular component of 'community engagement and service' seeks to expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems. This can be part of summer term activity or part of a major or minor course depending upon the major discipline.

Field-based learning/minor project: *The field-based learning/minor project will attempt to provide opportunities for students to understand the different socio-economic contexts. It will aim at giving students exposure to development-related issues in rural and urban settings. It will provide opportunities for students to observe situations in rural and urban contexts, and to observe and study actual field situations regarding issues related to socioeconomic development. Students will be given opportunities to gain a first-hand understanding of the policies, regulations, organizational structures, processes, and programmes that guide the development process. They would have the opportunity to gain an understanding of the complex socio-economic problems in the community, and innovative practices required to generate solutions to the identified problems. This may be a summer term project or part of a major or minor course depending on the subject of study.*

7.9 Research Project/Dissertation: Students choosing a 4-Year Bachelor's degree (Honours with Research) are required to take up research projects under the guidance of a faculty member. The students are expected to complete the Research Project in the eighth semester. The research outcomes of their project work may be published in peer-reviewed journals or may be presented in conferences /seminars or may be patented.

Other Activities: This component will include participation in activities related to National Service Scheme (NCC), National Cadet Corps (NCC), adult education/literacy initiatives, mentoring school students, and other similar activities.

Additional Seats: The HEIs may create 10% additional seats over and above the sanctioned strength to accommodate the request for a change of major. Any unfilled or vacant seats




may be filled with those seeking a change of Major. Preference will be given to those who have got highest CGPA with no arrears in the first year.

7.10 Levels of Courses

- I. **Foundation or introductory courses (First Year):** These courses will focus on foundational theories, concepts, perspectives, principles, methods, and procedures for deciding the subject or discipline of interest. These courses will impart general education required for the advanced studies. These courses will expose students to the different fields of study will lay the foundation for higher-level course work.
- II. **Intermediate-level courses (Second Year):** These courses will include subject-specific courses to fulfill the credit requirements for minor or major areas of learning.
- III. **Higher-level courses (Third Year):** These courses will be of disciplinary/inter disciplinary area of study are required for majoring for the award of a degree.
- IV. **Advanced courses (Fourth Year):** These courses will include lecture courses with practicum, research methodology, advanced laboratory experiments / software training, research projects, hands-on-training, internship/apprenticeship projects at the undergraduate level.

8.0. Pedagogical approaches

The Learning Outcomes-Based Approach to curriculum planning and transaction requires that the pedagogical approaches are oriented towards enabling students to attain the defined learning outcomes relating to the courses within a programme. The outcome-based approach, particularly in the context of undergraduate studies, requires a significant shift from teacher-centric to learner-centric pedagogies, and from passive to active/participatory pedagogies. Every programme of study lends itself to the well-structured and sequenced acquisition of knowledge and skills. Practical skills, including an appreciation of the link between theory and practice, will constitute an important aspect of the teaching-learning process. Teaching methods, guided by such a framework, may include lectures supported by tutorial work; practicum and field-based learning; the use of prescribed textbooks and e-learning resources and other self-study materials; field-based learning/project, open-ended project work, some of which may be team-based; activities designed to promote the development of generic/transferable and subject-specific skills; and internship and visits to field sites, and industrial or other research facilities etc.



9.0. Outcomes based approach to Higher Education

The basic assumption of the learning outcomes-based approach to curriculum development for awarding higher education degree should be based on the demonstrable attainment of objectives (academic excellence, knowledge, creativity, abilities, attitudes, and values) in a student after the completion of a programme. The National Higher Education Qualifications Framework (NHEQF) specified learning outcomes related to the disciplinary area(s) in the selected field(s) of learning and generic learning outcomes that are anticipated to be attained by a graduate upon completion of the programme(s). Students must possess the qualities and characteristics of a graduate of a programme of study. The key outcomes that underpin curriculum planning and development at the undergraduate level include Graduate Attributes, Qualification Descriptors, Programme Learning Outcomes, and Course Learning Outcomes:

9.1 Graduate Attributes: Graduate attributes are developed through a process of critical and reflective thinking, the learning experience, the college or university experience as a whole, and the curriculum. Graduate attributes (Table 6) include both general learning outcomes that should be acquired and demonstrated by graduates of all programmes of study and learning outcomes that are specific to disciplinary areas related to the chosen field(s) of learning within broad multidisciplinary, interdisciplinary, and trans-disciplinary contexts.



Table 6: Graduate attributes

Type of learning outcomes	The Learning outcomes descriptors
Disciplinary and interdisciplinary specific learning outcomes	<ul style="list-style-type: none">➤ Comprehensive knowledge and coherent understanding of the chosen disciplinary/interdisciplinary areas.➤ Practical, professional, and procedural knowledge necessary for performing professional or highly skilled work/tasks related to the field(s) of study➤ Capacity to go beyond simply copying curriculum content knowledge to create solutions to particular problems
Generic Learning outcomes	<ul style="list-style-type: none">➤ Complex problem-solving, Critical Thinking and Creativity➤ Communication Skills➤ Analytical reasoning/thinking➤ Research-related abilities➤ Coordination and collaboration with others➤ Value inculcation➤ Empathy➤ Autonomy, responsibility, and accountability➤ Environmental awareness and action➤ Community engagement and service

9.2 Qualification descriptors: The students who complete three years of full-time study of an undergraduate programme of study will be awarded a Bachelor's Degree. Some of the expected learning outcomes that a student should be able to demonstrate on completion of a degree-level programme may include:

- Fundamental/systematic or coherent understanding of an academic field of study
- Procedural knowledge related to the disciplinary/subject area of study
- skills in areas related to one's specialization and current developments in the academic field of study
- Able to use knowledge, understanding and skills required for identifying problems and issues
- Demonstrate subject-related and transferable skills that are relevant to some of the job trades and employment opportunities.

In addition to basic learning outcomes descriptor for Bachelor's Degree, a student with Bachelor degree with honours may demonstrate additional skills like:

- Specialization and current developments in the academic field of study
- Comprehensive knowledge about materials relating to essential and advanced



learning areas pertaining to the chosen disciplinary areas (s) and field of study

- Skills in identifying information needs
- Able to use knowledge, understanding and skills for critical assessment of a wide range of ideas and complex problems and issues relating to the chosen field of study

9.3 Programme and course learning outcomes: Individual programmes of study will have defined learning outcomes which must be attained for the award of a specific certificate/diploma/degree. Course learning outcomes are specific to the learning for a given course of study related to a disciplinary or interdisciplinary/multi-disciplinary area. Course-level learning outcomes must be aligned to programme learning outcomes. The achievement by students of course-level learning outcomes leads to the attainment of the programme learning outcomes.

10. Learning assessment

A variety of assessment methods that are appropriate to a given discipline/subject area and a programme of study will be used to assess progress towards the course/programme learning outcomes. Evaluation will be based on continuous assessment, in which sessional and the terminal examinations will contribute to the final grade. Sessionals will consist of class tests, mid-semester examination(s), homework assignments, class presentations etc., as determined by the concerned BOS.

The proportion of external and internal assessment in any course shall be preferably 70%:30%. However, this proportion may vary depending upon the nature of course.

10.1 Letter Grades and Grade Points: The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the programme of study. The HEIs may also mention marks obtained in each course and a weighted average of marks based on marks obtained in all the semesters taken together for the benefit of students.



Marks (%)	Letter Grade	Grade Point
> 90	O(outstanding)	10
> 75 to 90	A+(Excellent)	9
> 65 to 75	A(Very good)	8
> 55 to 65	B+(Good)	7
> 50 to 55	B(Above average)	6
> 40 to 50	C(Average)	5
40	P (Pass)	4
Less than 40	F(Fail)	0
	Ab(Absent)	0

a. Computation of SGPA and CGPA

The SGPA is the ratio of the 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 the sum of the number of credits of all the courses undergone by a student, i.e.

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

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

Example for Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade point	Credit Point (Credit x Grade)
I	Course 1	3	A	8	3X8= 24
I	Course 2	4	B+	7	4X7= 28
I	Course 3	3	B	6	3X6= 18
I	Course 4	3	O	10	3X 10 =30
I	Course 5	3	C	5	3X5= 15
I	Course 6	4	B	6	4X6= 24
		20			139
			SGPA		139/20=6.95

The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student in all the semesters of a programme, i.e.

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

where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

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Example for Computation of CGPA

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit:21 SGPA:6.9	Credit:22 SGPA:7.8	Credit:25 SGPA:5.6	Credit:26 SGPA:6.0	Credit:26 SGPA:6.3	Credit:25 SGPA:8.0
CGPA=6.73(21 x6.9+22x7.8+25x5.6+26 x6.0+26x6.3+25 x8.0)/145					

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Conversion of CGPA into Percentage: The CGPA to percentage conversion is as simple as multiplying the candidates CGPA by 9.5

$$\% \text{ of Marks} = \text{CGPA} \times 9.5$$

Transcript: University will issue a transcript for each semester as well as a cumulative transcript that reflects performance across all semesters based on the recommendations made above regarding letter grades, grade points, and SGPA and CCPA.

11. Disclaimer

"This Curriculum and Credit Framework for Undergraduate Programme (2023) has been framed by the Central Committee constituted by Department of Higher Education, Government of Haryana vide letter no. DHE-170006/11/2020-NPE dated 24.04.2023 and 01.05.2023 after careful consideration of the recommendations of University Grants Commission, New Delhi".



Tentative List for Discipline Specific Course (Major/Minor) and Multidisciplinary Courses

Life Sciences	Physical Sciences	Arts, Humanities & Social Sciences	Interdisciplinary
<ol style="list-style-type: none"> 1. Botany 2. Zoology 3. Geology 4. Biochemistry 5. Biotechnology 6. Bioinformatics 7. Medical Biotechnology 8. Environmental Sciences 9. Food Technology 10. Forensic Sciences 11. Genetics 12. Microbiology 13. Anthropology 14. Chemistry 15. Ecology 16. Bio - Physics 17. Physiology 18. Applied Biology 19. Biophysics 20. Agriculture 	<ol style="list-style-type: none"> 1. Mathematics 2. Physics 3. Chemistry 4. Computer Science 5. Statistics 6. Electronics 7. Geology 8. Instrumentation 	<ol style="list-style-type: none"> 1. Sanskrit 2. Music 3. Visual Arts 4. English 5. Hindi 6. Journalism and Mass Communication 7. Economics 8. History 9. Geography 10. Political science 11. Psychology 12. Sociology 13. Defence Studies 14. Public Administration 15. Library Sciences 16. Punjabi 17. Mathematics 18. Tourism 	<ol style="list-style-type: none"> 1. B.Com. 2. BBA 3. BCA 4. BHM 5. BTM 6. B.Sc. Home Science 7. B.Voc.

Note: The statutory bodies of the Universities such as the Board of Studies and Academic Council shall finalize the course list for various programmes.

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Annexure - A/1615

**CURRICULUM AND CREDIT
FRAMEWORK FOR FIVE YEAR
INTEGRATED PROGRAMMES
(CCFYIP)**



MAHARSHI DAYANAND UNIVERSITY

ROHTAK (HARYANA)

**Developed by
Centre for Curriculum Design and
Development**

2023

Dr. R. S. Choudhary

Secretary

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Mr. S. S. S.

1.0. Introduction

Education plays a significant role in the holistic development of the student. A robust, flexible, multidisciplinary education framework with “Learner Centric Pedagogy” could effectively transform a student into a global citizen of tomorrow to catalyze nation’s growth and development. The National Education Policy 2020 (NEP 2020) outlines the goals, objectives, and policies for the development and improvement of education across all levels. The NEP 2020 is a comprehensive and ambitious policy that aims to transform the Indian education system and makes it more student-centric, holistic and to align with the needs of the 21st Century. Some of the key features of the NEP 2020 include:

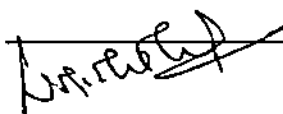
- Multidisciplinary, flexible and equitable education framework for the holistic development of learners
- Emphasis on skill-based education, vocational education and apprenticeship/internship
- Encourage critical thinking, creativity and problem-solving skills
- Increase the Gross Enrollment Ratio (GER) in higher education to 50% by 2035
- Promotion of Indian languages, art, culture and heritage
- Emphasis on Multidisciplinary, Interdisciplinary, and Transdisciplinary research to develop innovative solutions to overcome societal issues

NEP 2020 advocates that a holistic and multidisciplinary education would aim to develop all capacities of human beings -intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner. Five Year Integrated programmes are specialized and focused programmes which enable students to complete their Bachelor’s and Master’s degrees in one go. Students enrolled in Five Year Integrated Programmes right after school (class 12), and thus help them to choose a stream of their interest and graduate with a Master’s Degree making them ready to start their career from the get-go.

2.0. Objectives

The following objectives of NEP2020 are kept in perspectives while designing the Framework for Integrated Programmes:

- To provide multidisciplinary and holistic education to learners to ensure the unity and integrity of all knowledge;



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- To provide flexibility so that learners have the ability to choose programmes, according to their talents and interests;
- To eliminate harmful hierarchies among disciplines/fields of study and silos between different areas of learning;
- To promote creativity and critical thinking and to encourage logical decision-making and innovation;
- To promote ethics and human & constitutional values among the learners;
- To promote multilingualism and the power of language in learning and teaching;
- To impart life skills such as communication, cooperation, teamwork, and resilience;
- To promote outstanding research as a co-requisite for outstanding education and development; and
- To incorporate Indian Knowledge System relevant for a particular discipline or field of studies.

3.0 Scope of the Framework

The Curriculum and Credit Framework for Five Year Integrated Programmes is applicable to all the five year programmes offered by the University.

4.0. Main features of Framework

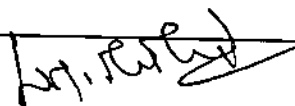
The Curriculum and Credit Framework for Five Year Integrated Programmes includes the following features:

- i. Opportunity for learners to choose the courses of their interest in all disciplines
- ii. Provision of multiple entry and exit options with a UG Certificate or UG Diploma or UG Degree depending on the number of credits earned
- iii. Flexibility for students to move among the institutions through the implementation of Academic Bank of Credits(ABC)
- iv. Flexibility to switch to alternative modes of learning (Offline, ODL, Online, and Hybrid modes)
- v. Versatile curricular framework for holistic development of graduate

Definition of keywords

Course:

Course refers to a paper having specified credits which is a component of a programme in a discipline/subject. The course defines the learning objectives and learning outcomes. A



course may be designed comprising credits for lectures/tutorials/laboratory work/field work/outreach activities/project work/internship/vocational training etc. or combination thereof.

Credit:

Credit is the weightage given to each course of study. It is the numerical value assigned to a course according to the relative importance of the contents and the contact hours required to teach the prescribed syllabi of the programme.

Discipline Specific Course (DSC)/Major Course:

Discipline specific/Major course is the discipline or subject of main focus in which the degree will be awarded. Students should secure the prescribed number of credits (atleast 50% of total credits) through Discipline Specific Course/Major Course in the major discipline.

Minor Course (MIC):

Minor discipline is the discipline that helps a student to gain a broader understanding beyond the major discipline. For example, if a student pursuing Economics as major course may choose Statistics as minor course.

Vocational Course (VOC):

Vocational Course assists student in developing workforce-relevant skills and enhance the employability of student.

Multidisciplinary Course (MDC):

A Multidisciplinary Course is an option to explore disciplines of interest beyond the choices of learners made in their major and minor disciplines.

Ability Enhancement Course (AEC):

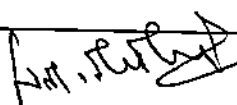
Ability Enhancement Course aims to achieve competency in language and communication skills.

Skill Enhancement Course (SEC):

Skill Enhancement Course aims to promote skills pertaining to a particular field of study, impart practical skills, hands-on training, soft skills, etc., in order to enhance the student's employability.

Internship:

Internship is a course to develop a professional ability through an appropriate learning. The duration of Internship is of 120 hours during summer vacation.



Research Project:

Research Project is a course involving applications of knowledge in exploring, analyzing and solving real-life situations/problems.

Dissertation:

Dissertation is a long piece of academic writing based on original research.

Value Added Course (VAC):

Value Added Course aims to add the knowledge of learner beyond academic disciplines.

Semester/Academic Year

A semester comprises 90 working days and an academic year is divided into two semesters.

Academic Bank of Credit (ABC)

Academic Bank of credit is an academic service mechanism to facilitate students to become its academic account holders, thereby paving the way for seamless student mobility between or within degree-granting Higher Educational Institutions through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching-learning. ABC will digitally store the academic credits earned by students from HEIs registered with ABC for awarding degrees/diplomas/certificates taking into account credits earned by students.

Academic Bank Account

Academic Bank Account is an individual account with the Academic Bank of Credits opened and operated by a student, to which all academic credits earned by the Student from course(s) of study are deposited, recognized, maintained, accumulated, transferred, validated or redeemed for the purposes of the award of degree/diploma/certificates etc. by an awarding institution.

Multiple Entry and Exit Points

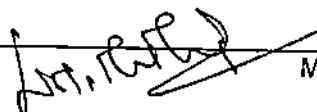
These are stages where the students may have options for entry and exit as per UGC Guidelines for Multiple Entry and Exit in Academic Programmes.

Credit Point

It is the product of the grade point and the number of credits for a course.

Grade Point

It is a numerical weight allotted to each letter grade on a 10-point scale.



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.

Semester Grade Point Average (SGPA)

The SGPA is the 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.

Cumulative Grade Point Average (CGPA)

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.

5.0. Eligibility

A person who has passed 10+2 examination from Haryana Board of School Education or any other examination recognized by the M.D. University, Rohtak as equivalent thereto shall be eligible for admission. The detailed eligibility conditions e.g. percentage of marks in the qualifying examinations, subject(s) combination etc. shall be notified in the Admission Brochure/Prospectus as approved by the Academic Council from time to time.

6.0. Programme Structure

The five year integrated degree programme is designed for ten semesters, or five years with multiple entry and exit options.

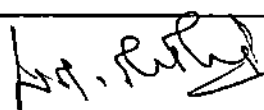
6.1 Major and Minor disciplines

Major discipline is the discipline or subject of main focus and the degree will be awarded in that discipline. Students should secure the prescribed number of credits (about 50% of total credits) through core courses in the major discipline.

Minor discipline helps a student to gain a broader understanding beyond the major discipline. For example, if a student pursuing an Economics major obtains a minimum of 12 credits from a bunch of courses in Statistics, then the student will be awarded B.A. degree in Economics with a Minor in Statistics. .

6.2 Awarding UG Certificate, UG Diploma, and Degrees

UG Certificate: Students exiting the programme after second semester and securing 48 credits including 4 credits of summer internship will be awarded UG Certificate in the



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relevant Discipline/Subject. These students are allowed to re-enter the degree programme within three years and – complete the degree programme within the stipulated maximum period of seven years.

UG Diploma: Students exiting the programme after fourth semester and securing 96 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject. These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of seven years.

3-year UG Degree: Students who wish to undergo a 3-year UG programme will be awarded UG Degree in the Major discipline after successful completion of three years, securing 136 credits and satisfying the minimum credit requirement as given in Table 1.

4-year UG Degree (Honours): A four-year UG Honours degree in the major discipline will be awarded to those who complete a 4-year degree programme with 184 credits and have satisfied the credit requirements as given in Table 1.

4-year UG Degree (Honours with Research): A four-year UG Honours degree with Research in the major discipline will be awarded to those who complete a 4-year Honours degree with Research with 184 credits including 12 credits from a research project/dissertation and satisfied the credit requirements as given in Table 1. The students who secure 75% marks in first six semesters will be eligible to pursue UG Degree (Hons. with Research)

5- Year PG Degree: A five year PG Degree will be awarded to the students, who secure 224 credits including 12 credits from a dissertation and satisfied the credit requirements as given in Table 1.

The statutory bodies of the Universities such as the Board of Studies and Academic Council shall finalize the course list for various programmes.

The Curriculum and Credit Framework for Five Year Integrated Programmes is detailed in the Table 1 & 2.



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Table1: Minimum Credit Requirements to Award Degree under Each Category

S. No.	Broad Category of Course	Minimum Credit Requirement as per UGC Guidelines		Five Year Integrated Programmes				
		3-year UG	4-Year UG	3-year UG	4-Year UG (Hons.)	4-Year UG (Hons. With Research)	5- Year PG with 4-Year UG (Hons.)	5- Year PG with 4-Year UG (Hons. With Research)
1	Major/Discipline Specific Courses (DSC)	60	80	76	116	104	140	128
2	Minor Course (MIC Including Vocational Courses (VOC))	24	32	24	32	32	32	32
3	Multidisciplinary Courses (MDC)	09	09	09	09	09	09	09
4	Ability Enhancement Courses (AEC)	08	08	08	08	08	08	08
5	Skill Enhancement Courses (SEC)	09	09	09	09	09	09	09
6	Value Added Courses (VAC)	06 - 08	06 - 08	06	06	06	06	06
7	Internship	02 - 04	02 - 04	04	04	04	08	08
8	Research Project / Dissertation	-	12	-	-	12	12	24
	Total	120	160	136	184	184	224	224

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Table 2: Structure of Five Year Integrated Programme

Semester	Discipline-Specific Courses (DSC) / Major Course	Minor (MIC)/ Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)/ Internship / Dissertation/research project	Value-Added Courses (VAC)	Total Credits
I	DSC - A1 @ 4 credits DSC - A2 @ 4 credits	MIC1 @ 4 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	22
II	DSC - A3 @ 4 credits DSC - A4 @ 4 credits	MIC2 @ 4 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	22
Students exiting the programme after second semester and securing 48 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline/Subject (44)							
III	DSC - A5 @ 4 credits DSC - A6 @ 4 credits DSC - A7 @ 4 credits	MIC3 @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits		24
IV	DSC - A8 @ 4 credits DSC - A9 @ 4 credits DSC - A10 @ 4 credits DSC - A11 @ 4 credits	MIC4(VOC) @ 4 credits	---	AEC4 @ 2 credits	---	VAC3 @ 2 credits	24
Students exiting the programme after fourth semester and securing 96 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject (92)							
V	DSC - A12 @ 4 credits DSC - A13 @ 4 credits DSC - A14 @ 4 credits DSC - A15 @ 4 credits	MIC5(VOC) @ 4 credits	---	---	Internship @ 4 credits	---	24
VI	DSC - A16 @ 4 credits DSC - A17 @ 4 credits DSC - A18 @ 4 credits DSC - A19 @ 4 credits	MIC6(VOC) @ 4 credits	---	---	---	---	20
Students exiting the programme will be awarded 3-year UG Degree in relevant Discipline/Subject upon securing 136 credits (136)							
VII	DSC - A20 @ 4 credits DSC - A21 @ 4 credits DSC - A22 @ 4 credits DSC - A23 @ 4 credits DSC - A24 @ 4 credits	MIC7 @ 4 credits/SEC @ 4 credits	---	---	---	---	24
VIII UG(Honours)	DSC - A25 @ 4 credits DSC - A26 @ 4 credits DSC - A27 @ 4 credits DSC - A28 @ 4 credits DSC - A29 @ 4 credits	MIC8 @ 4 credits/SEC @ 4 credits	---	---	---	---	24
VIII UG(Honours) with Research	DSC - A25 @ 4 credits DSC - A26 @ 4 credits	MIC8 @ 4 credits/SEC @ 4 credits	---	---	Research project @ 12 credits	---	24
Students exiting the programme shall be awarded 4-year UG Degree (Hons.) in relevant Discipline/Subject upon securing 184 credits. Those who wish to continue shall undergo summer internship of 4 credits (184)							

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Semester	Discipline Specific Courses (DSC) / Major Course	Minor (MIC) / Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC) / Internship / Dissertation/research project	Value-Added Courses (VAC)	Total Credits
IX	DSC – A30 @ 4 credits				Internship @4 credits		20
	DSC – A31 @ 4 credits						
	DSC – A32 @ 4 credits						
	DSC – A33 @ 4 credits						
X (For Students who completed UG Honours)	DSC – A34 @ 4 credits				Research Project/ Dissertation @ 12 credits		20
	DSC – A35 @ 4 credits						
X (For Students who completed UG Honours with Research)	DSC – A27 @ 4 credits				Dissertation @ 12 credits		20
	DSC – A28 @ 4 credits						
						TOTAL CREDITS	224

#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option. Four credits of internship earned by a student during summer internship after 8th semester will be counted in 9th semester of a student who pursue 5 year Integrated Programmes without taking exit option

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NOTE:

DSC / MC	Discipline Specific Course / Major Course: Credit of a DSC /major course could be the combination of lecture credits, tutorial credits, and practical credits.
MIC including VOC	Minor Course (MIC) with minimum 24 Credits including Vocational Course (VOC)
MDC	Multidisciplinary Course: All students must undergo introductory level multidisciplinary courses relating to Natural Sciences, Physical Sciences, Humanities, Arts & Social Sciences, Commerce & Management, Interdisciplinary Studies during first three semesters. Students are not allowed to choose or repeat courses already studied at the higher secondary level (12th class) or opted as major and minor stream under this category.
AEC	Ability Enhancement Course: Ability Enhancement (Language) courses may be designed to achieve competency in the Modern Indian Language and English, with a special emphasis on language and communication skills.
SEC	Skill Enhancement Course: Skill Enhancement Courses may be primed to impart practical skills, hands-on training, soft skills, etc., to enhance the student's employability.
Summer Internship	Internships will require 120 hours (1 credit: 30 hrs of engagement) of involvement working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities during summer vacation.
Research Project/ Dissertation	Research Project/ Dissertation for UG degree (Honors with Research)/ PG Degree will be completed in the eighth/tenth semester under the guidance of a faculty member.
VAC	All UG students must undergo at least three Value Added Courses (VAC)

DSC Major and Minor in I& II Semesters will have Foundation or Introductory level courses. DSC Major and Minor in III & IV semesters will be Intermediate Level Courses. Whereas DSC Major and minor in V & VI shall be of higher level courses and in VII, VIII, IX & X semesters, advanced level courses will be offered.

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6.3. Credit hours for different types of courses

A credit is a unit by which the workload relating to a course is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks).

Required contact hours to earn credits will be as follows:

Nature of Work	Course Credits	Contact hours per week	Contact hours per semester (15 weeks)
Lecture	01	01	15
Tutorial per paper	01	01	15
Practical, Seminar, Internship, field practice/project, or community engagement, etc.	01	02	30

A course can have a combination of lecture credits, tutorial credits, and practicum credits. For example, a 4-credit course with three credits assigned for lectures and one credit for practicum shall have three 1-hour lectures per week and one 2-hour duration field-based learning/project or lab work, or workshop activities per week. In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 30 hours of practicum. Similarly, a 4-credit course with 3-credits assigned for lectures and one credit for tutorial shall have three 1-hour lectures per week and one 1-hour tutorial per week. In a semester of 15 weeks duration, a four-credit course is equivalent to 45 hours of lectures and 15 hours of tutorials.

The following types of courses/activities constitute the programmes of study. Each of them will require a specific number of hours of teaching/guidance and laboratory/studio/workshop activities, field-based learning/projects, internships, and community engagement and service

- **Lecture courses:**

Courses involving lectures relating to a field or discipline by an expert or qualified personnel in a field of learning, work/vocation, or professional practice.

- **Tutorial courses:**

Courses involving problem-solving and discussions relating to a field or discipline under the guidance of qualified personnel in a field of learning, work/vocation, or professional practice.

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• **Practicum or Laboratory work:**

A course requiring students to participate in a project or practical or lab activity that applies previously learned/studied principles/theory related to the chosen field of learning, work/vocation, or professional practice under the supervision of an expert or qualified individual in the field of learning, work/vocation or professional practice.

• **Seminar:**

A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation, or professional practice.

• **Internship:**

A course requiring students to participate in a professional activity or work experience, or cooperative education activity with an entity external to the education institution, normally under the supervision of an expert of the given external entity. A key aspect of the internship is induction into actual work situations. Internships involve working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities to provide opportunities for students to actively engage in on-site experiential learning.

• **Studio activities:**

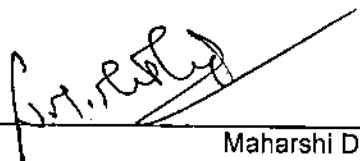
Studio activities involve the engagement of students in creative or artistic activities. Every student is engaged in performing a creative activity to obtain a specific outcome. Studio-based activities involve visual- or aesthetic-focused experiential work.

• **Field practice/projects:**

Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity.

• **Community engagement and service:**

Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity. The curricular component of 'community engagement and service' will involve activities that would expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems.



7.0 Curricular components of the Five Year Integrated Programmes

The curriculum includes courses in language, skill, environmental education, India comprehension, digital and technological solutions, health and wellness, yoga education, sports and fitness, and more. It also includes courses from major streams, minor streams, and other disciplines.

7.1 *Disciplinary/ Interdisciplinary Major:* A student's major would give them the opportunity to study a specific subject or field in depth. The major would provide the opportunity for a student to pursue in-depth study of a particular subject or discipline. Students may be allowed to change major within the broad discipline at the end of the second semester by giving her/him sufficient time to explore interdisciplinary courses during the first year. Advanced-level disciplinary/interdisciplinary courses, a course in research methodology, and a project/dissertation will be conducted in the seventh semester. The final semester may comprise seminar presentation, preparation, and submission of project report/dissertation. The project work/dissertation will be on a topic in the disciplinary programme of study or an interdisciplinary topic.

7.2 *Disciplinary/ Interdisciplinary Minor:* Courses from disciplinary or interdisciplinary minors, as well as skill-based courses related to a chosen vocational education programme, will be available to students. Students who complete a sufficient number of courses outside of their intended major can pursue a minor in that field or in the selected interdisciplinary field. After completing a variety of courses in the second semester, students can declare their preferred minor and vocational stream.

7.3 *Vocational Education and Training:* In addition to imparting theoretical and practical knowledge, the undergraduate programme will incorporate vocational education and training to impart skills. A minimum of 12 credits will be awarded to students in the "Minor" stream of vocational education and training. These credits may be related to the student's preferred major or minor or choice of the student. These classes will be helpful in locating employment for students who drop out before finishing the programme.

7.4 *Multidisciplinary courses:* All UG students are required to undergo 3 introductory-level courses relating to any of the broad disciplines given below. These courses are intended to broaden the intellectual experience and form part of liberal arts and science education. Students are not allowed to choose or repeat courses already undergone at the higher secondary level (12th class) or opted as major and minor stream under this category.

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- I. **Life Sciences:** Biochemistry, Biotechnology, Botany, Bioinformatics, Medical Biotechnology, Environmental Sciences, Food Technology, Forensic Sciences, Genetics, Microbiology, Zoology, Chemistry and other Life & Natural Sciences and other Natural Science disciplines are among the foundational courses that students can choose from.
- II. **Physical Sciences:** Chemistry, Physics, Mathematics, Computer Sciences, Statistics, Energy and Environmental Sciences and other Physical Science disciplines are among the foundational courses that students can choose from. The courses in this category will assist students in utilizing and putting techniques and tools into use in both their major and minor fields. Training in applications languages like STATA, SPSS, Tally, and other programming languages like Python could be a part of the class. When it comes to data analysis and the use of quantitative tools, the fundamental courses in this category will be beneficial to science and social science.
- III. **Commerce and Management:** The courses cover topics like Accounting, Commerce, Business Studies, Human Resource Management, Finance, Production & operations International Business, Business Economics, E – Business, Travel & Tourism Management Financial institutions, Financial Technology, Data Science, English, Sociology, Psychology and other areas.
- IV. **Arts, Humanities and Social Sciences:** Through courses in the social sciences like Economics, History, Geography, Sanskrit, Music, Visual Arts, Political science, Psychology, Sociology, Defence Studies, English, Hindi, Public Administration, Library Sciences, Journalism, Mass Media and Communication among others, students will be able to comprehend people and their social behavior, society, and country. Survey methods and India-specific large-scale databases will be taught to students. History, archaeology, comparative literature, the arts and creative expressions, creative writing and literature, language(s), philosophy, and other related fields are just a few examples of courses that fall under the heading "humanities," as well as courses that are related to the humanities that are taught across disciplines.
- V. **Interdisciplinary Studies:** Taking courses in interdisciplinary fields like Environmental Sciences, Yoga Sciences, Gender Studies, Political Economy and Development, Global Environment & Health, Cognitive Science, International Relations, Political Economy and Development, Sustainable Development, and so on will help the learners to

understand society.

7.5 Language Enhancement Courses: Students must demonstrate proficiency in English and a Modern Indian Language (MIL), with an emphasis on their language and communication skills, in order to graduate. The primary objective of the classes is to assist students in developing and demonstrating fundamental linguistic skills like critical reading, expository writing, and academic writing. These skills help students understand the significance of language as a medium for knowledge and identity, as well as how to express their ideas in a clear and coherent manner. They would enable students to become familiar with the cultural and intellectual heritage of the chosen MIL and English languages, in addition to providing students with a reflective understanding of the complexity and structure of the language and literature related to both languages. The courses will also place an emphasis on the development and enhancement of skills like communication and the capacity for discussion and debate.

7.6 Skills Enhancement Courses (SEC): By giving students practical knowledge, hands-on experience, soft skills, etc., these courses aim to improve students' employability. The universities may design courses based on the needs of the students and the resources at its disposal.

7.7 Value-Added Courses (VAC) Common to All UG Students

Understanding India: The course aims at enabling the students to acquire and demonstrate the knowledge and understanding of contemporary India with its historical perspective, the basic framework of the goals and policies of national development, and the constitutional obligations with special emphasis on constitutional values and fundamental rights and duties. The course would also focus on developing an understanding among student-teachers of the Indian knowledge systems, the Indian education system, and the roles and obligations of teachers to the nation in general and to the school/community/society. The course will attempt to deepen knowledge about and understanding of India's freedom struggle and of the values and ideals that it represented to develop an appreciation of the contributions made by people of all sections and regions of the country, and help learners understand and cherish the values enshrined in the Indian Constitution and to prepare them for their roles and responsibilities as effective citizens of a democratic society.

Environmental science/education: The course seeks to equip students with the ability to apply the acquired knowledge, skills, attitudes, and values required to take appropriate

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actions for mitigating the effects of environmental degradation, climate change, and pollution, effective waste management, conservation of biological diversity, management of biological resources, forest and wildlife conservation, and sustainable development and living. The course will also deepen the knowledge and understanding of India's environment in its totality, its interactive processes, and its effects on the future quality of people's lives.

Digital and technological solutions: Courses in cutting-edge areas that are fast gaining prominences, such as Artificial Intelligence (AI), 3-D machining, big data analysis, machine learning, drone technologies, and Deep learning with important applications to health, environment, and sustainable living that will be woven into undergraduate education for enhancing the employability of the youth.

Health & Wellness, Yoga education, sports, and fitness: Course components relating to health and wellness seek to promote an optimal state of physical, emotional, intellectual, social, spiritual, and environmental well-being of a person. Sports and fitness activities will be organized outside the regular institutional working hours. Yoga education would focus on preparing the students physically and mentally for the integration of their physical, mental, and spiritual faculties, and equipping them with basic knowledge about one's personality, maintaining self-discipline and self-control, to learn to handle oneself well in all life situations. The focus of sports and fitness components of the courses will be on the improvement of physical fitness including the improvement of various components of physical and skills-related fitness like strength, speed, coordination, endurance, and flexibility; acquisition of sports skills including motor skills as well as basic movement skills relevant to a particular sport; improvement of tactical abilities; and improvement of mental abilities.

The Universities may introduce other innovative value-added courses relevant to the discipline or common to all UG programmes.

7.8 Summer Internship/Apprenticeship: key aspect of the new UG programme is induction into actual work situations. All students will also undergo internships / Apprenticeships in a firm, industry, or organization or Training in labs with faculty and researchers in their own or other HEIs/research institutions during the summer term. Students will be provided with opportunities for internships with local industry, business organizations, health and allied areas, local governments (such as panchayats, municipalities), Parliament or elected representatives, media organizations, artists, crafts

persons, and a wide variety of organizations so that students may actively engage with the practical side of their learning and, as a by-product, further improve their employability. Students who wish to exit after the first two semesters will undergo a 4-credit work-based learning/internship during the summer term in order to get a UG Certificate.

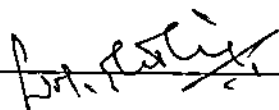
Community engagement and service: The curricular component of 'community engagement and service' seeks to expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems. This can be part of summer term activity or part of a major or minor course depending upon the major discipline.

Field-based learning/minor project: The field-based learning/minor project will attempt to provide opportunities for students to understand the different socio-economic contexts. It will aim at giving students exposure to development-related issues in rural and urban settings. It will provide opportunities for students to observe situations in rural and urban contexts, and to observe and study actual field situations regarding issues related to socioeconomic development. Students will be given opportunities to gain a first-hand understanding of the policies, regulations, organizational structures, processes, and programmes that guide the development process. They would have the opportunity to gain an understanding of the complex socio-economic problems in the community, and innovative practices required to generate solutions to the identified problems. This may be a summer term project or part of a major or minor course depending on the subject of study.

7.9 Research Project/Dissertation: Students choosing a 4-Year Bachelor's degree (Honours with Research) are required to take up research projects under the guidance of a faculty member. The students are expected to complete the Research Project in the eighth semester. The research outcomes of their project work may be published in peer-reviewed journals or may be presented in conferences /seminars or may be patented.

Other Activities: This component will include participation in activities related to National Service Scheme (NCC), National Cadet Corps (NCC), adult education/literacy initiatives, mentoring school students, and other similar activities.

Additional Seats: The HEIs may create 10% additional seats over and above the sanctioned strength to accommodate the request for a change of major. Any unfilled or vacant seats may be filled with those seeking a change of Major. Preference will be given to those who have got highest CGPA with no arrears in the first year.



7.10 Levels of Courses

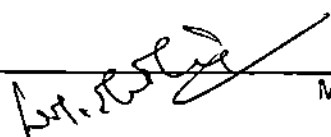
- I. **Foundation or introductory courses (First Year):** These courses will focus on foundational theories, concepts, perspectives, principles, methods, and procedures for deciding the subject or discipline of interest. These courses will impart general education required for the advanced studies. These courses will expose students to the different fields of study will lay the foundation for higher-level course work.
- II. **Intermediate-level courses (Second Year):** These courses will include subject-specific courses to fulfill the credit requirements for minor or major areas of learning.
- III. **Higher-level courses (Third Year):** These courses will be of disciplinary/interdisciplinary area of study are required for majoring for the award of a degree.
- IV. **Advanced courses (Fourth and Fifth Year):** These courses will include lecture courses with practicum, research methodology, advanced laboratory experiments/software training, research projects, hands-on-training, internship/apprenticeship projects.

8.0. Pedagogical approaches

The Learning Outcomes-Based Approach to curriculum planning and transaction requires that the pedagogical approaches are oriented towards enabling students to attain the defined learning outcomes relating to the courses within a programme. The outcome-based approach, particularly in the context of Integrated Programmes, requires a significant shift from teacher-centric to learner-centric pedagogies, and from passive to active/participatory pedagogies. Every programme of study lends itself to the well-structured and sequenced acquisition of knowledge and skills. Practical skills, including an appreciation of the link between theory and practice, will constitute an important aspect of the teaching-learning process. Teaching methods, guided by such a framework, may include lectures supported by tutorial work; practicum and field-based learning; the use of prescribed textbooks and e-learning resources and other self-study materials; field-based learning/project, open-ended project work, some of which may be team-based; activities designed to promote the development of generic/transferable and subject-specific skills; and internship and visits to field sites, and industrial or other research facilities etc.

9.0. Outcomes based approach to Higher Education

The basic assumption of the learning outcomes-based approach to curriculum development for awarding higher education degree should be based on the demonstrable attainment of objectives (academic excellence, knowledge, creativity, abilities, attitudes, and values) in a



student after the completion of a programme. The National Higher Education Qualifications Framework (NHEQF) specified learning outcomes related to the disciplinary area(s) in the selected field(s) of learning and generic learning outcomes that are anticipated to be attained by a graduate upon completion of the programme(s). Students must possess the qualities and characteristics of a graduate of a programme of study. The key outcomes that underpin curriculum planning and development include Graduate Attributes, Qualification Descriptors, Programme Learning Outcomes, and Course Learning Outcomes:

9.1 Graduate Attributes: Graduate attributes are developed through a process of critical and reflective thinking, the learning experience, the college or university experience as a whole, and the curriculum. Graduate attributes (Table 6) include both general learning outcomes that should be acquired and demonstrated by graduates of all programmes of study and learning outcomes that are specific to disciplinary areas related to the chosen field(s) of learning within broad multidisciplinary, interdisciplinary, and trans-disciplinary contexts.

Table 6: Graduate attributes

Type of learning outcomes	The Learning outcomes descriptors
Disciplinary and interdisciplinary specific learning outcomes	<ul style="list-style-type: none"> ➤ Comprehensive knowledge and coherent understanding of the chosen disciplinary/interdisciplinary areas. ➤ Practical, professional, and procedural knowledge necessary for performing professional or highly skilled work/tasks related to the field(s) of study ➤ Capacity to go beyond simply copying curriculum content knowledge to create solutions to particular problems
Generic Learning outcomes	<ul style="list-style-type: none"> ➤ Complex problem-solving, Critical Thinking and Creativity ➤ Communication Skills ➤ Analytical reasoning/thinking ➤ Research-related abilities ➤ Coordination and collaboration with others ➤ Value inculcation ➤ Empathy ➤ Autonomy, responsibility, and accountability ➤ Environmental awareness and action ➤ Community engagement and service

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9.2 Qualification descriptors: The students who complete three years of full-time study of an undergraduate programme of study will be awarded a Bachelor's Degree. Some of the expected learning outcomes that a student should be able to demonstrate on completion of a degree-level programme may include:

- Fundamental/systematic or coherent understanding of an academic field of study
- Procedural knowledge related to the disciplinary/subject area of study
- skills in areas related to one's specialization and current developments in the academic field of study
- Able to use knowledge, understanding and skills required for identifying problems and issues
- Demonstrate subject-related and transferable skills that are relevant to some of the job trades and employment opportunities.


In addition to basic learning outcomes descriptor for Bachelor's Degree, a student with Bachelor degree with honours may demonstrate additional skills like:

- Specialization and current developments in the academic field of study
- Comprehensive knowledge about materials relating to essential and advanced learning areas pertaining to the chosen disciplinary areas (s) and field of study
- Skills in identifying information needs
- Able to use knowledge, understanding and skills for critical assessment of a wide range of ideas and complex problems and issues relating to the chosen field of study

9.3 Programme and course learning outcomes: Individual programmes of study will have defined learning outcomes which must be attained for the award of a specific certificate/diploma/degree. Course learning outcomes are specific to the learning for a given course of study related to a disciplinary or interdisciplinary/multi-disciplinary area. Course-level learning outcomes must be aligned to programme learning outcomes. The achievement by students of course-level learning outcomes leads to the attainment of the programme learning outcomes.

10. Learning assessment

A variety of assessment methods that are appropriate to a given disciplinary/subject area and a programme of study will be used to assess progress toward the course/programme



learning outcomes. Priority will be accorded to formative assessment. Evaluation will be based on continuous assessment, in which sessional work and the terminal examination will contribute to the final grade. Sessional work will consist of class tests, mid-semester examination(s), homework assignments, etc., as determined by the concerned BOS.

The proportion of external and internal assessment in any course shall be preferably 70%:30%. However, this proportion may vary depending upon the nature of course.

10.1. Letter Grades and Grade Points: The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the programme of study. The HEIs may also mention marks obtained in each course and a weighted average of marks based on marks obtained in all the semesters taken together for the benefit of students.

Marks (%)	Letter Grade	Grade Point
> 90	O(outstanding)	10
> 75 to 90	A+(Excellent)	9
> 65 to 75	A(Very good)	8
> 55 to 65	B+(Good)	7
> 50 to 55	B(Above average)	6
> 40 to 50	C(Average)	5
40	P (Pass)	4
Less than 40	F(Fail)	0
	Ab(Absent)	0

a. Computation of SGPA and CGPA

The SGPA is the ratio of the 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 the sum of the number of credits of all the courses undergone by a student, i.e.

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

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

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Example for Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade point	Credit Point (Credit x Grade)
I	Course 1	3	A	8	3X8= 24
I	Course 2	4	B+	7	4X7= 28
I	Course 3	3	B	6	3X6= 18
I	Course 4	3	O	10	3X 10 =30
I	Course 5	3	C	5	3X5= 15
I	Course 6	4	B	6	4X6= 24
		20			139
SGPA					139/20=6.95

The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student in all the semesters of a programme, i.e.

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

where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

Example for Computation of CGPA

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit:21 SGPA:6.9	Credit:22 SGPA:7.8	Credit:25 SGPA:5.6	Credit:26 SGPA:6.0	Credit:26 SGPA:6.3	Credit:25 SGPA:8.0
CGPA=6.73 (21 x6.9+22x7.8+25x5.6+26 x6.0+26x6.3+25 x8.0)/145					

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Conversion of CGPA into Percentage: The CGPA to percentage conversion is as simple as multiplying the candidates CGPA by 9.5

$$\% \text{ of Marks} = CGPA \times 9.5$$

Transcript: University will issue a transcript for each semester as well as a cumulative transcript that reflects performance across all semesters based on the recommendations made above regarding letter grades, grade points, and SGPA and CGPA.

11. Disclaimer

"This Curriculum and Credit Framework for Five Year Integrated Programmes (2023) has been framed in line with the recommendations of University Grants Commission, New Delhi".

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Amended - 11/2021

**ORDINANCE OF CURRICULUM AND
CREDIT FRAMEWORK FOR
UNDERGRADUATE PROGRAMMES
(CCFUGP) UNDER NEP 2020**



MAHARSHI DAYANAND UNIVERSITY

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ORDINANCE FOR CCFUGP UNDER NEP 2020

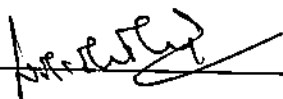
Undergraduate Programmes of study leading to award of respective Certificates/Diplomas/Degrees shall be offered and conducted by the respective Departments/ Centres/Institutes established by the University. This Ordinance pertains to Undergraduate programmes with provision of Academic Bank of Credits and 'Multiple Entry and Exit' options at various stages w.e.f. the Academic Session: 2023-24 and thereafter.

NEP 2020 advocates that a holistic and multidisciplinary education would aim to develop all capacities of human beings -intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner. Such a holistic education approach is necessarily required at under graduate level. The 4-year multidisciplinary Bachelor's programme, however, shall be the preferred option since it allows the opportunity to experience the full range of holistic and multidisciplinary education in addition to a focus on the chosen major and minors as per the choices of the student. The holistic four year under graduate education with multiple entry and exit provisions will help in matching of the undergraduate education to international standards and will facilitate the student mobility for higher studies, research and employability across the globe. The Curriculum and Credit Framework for Undergraduate Programmes is developed with following features

- i. Opportunity for learners to choose the courses of their interest in all disciplines
- ii. Provision of multiple entry and exit options with a UG Certificate or UG Diploma or UG Degree depending on the number of credits earned
- iii. Flexibility for students to move among the institutions through the implementation of Academic Bank of Credits (ABC)
- iv. Flexibility to switch to alternative modes of learning (Offline, ODL, Online, and Hybrid modes)
- v. Versatile curricular framework for holistic development of graduate

1.0. Definition of keywords**Course:**

Course refers to a paper having specified credits which is a component of a programme in a discipline/subject. The course defines the learning objectives and learning outcomes. A course may be designed comprising credits for lectures/tutorials/laboratory work/field work/outreach activities/project work/internship/vocational training etc. or combination thereof.



Credit:

Credit is the weightage given to each course of study. It is the numerical value assigned to a course according to the relative importance of the contents and the contact hours required to teach the prescribed syllabi of the programme.

Discipline Specific Course (DSC)/Major Course:

Discipline specific/Major course is the discipline or subject of main focus in which the degree will be awarded. Students should secure the prescribed number of credits (atleast 50% of total credits) through Discipline Specific Course/Major Course in the major discipline.

Minor Course (MIC):

Minor discipline is the discipline that helps a student to gain a broader understanding beyond the major discipline. For example, if a student pursuing Economics as major course may choose Statistics as minor course.

Vocational Course (VOC):

Vocational Course assists student in developing workforce-relevant skills and enhance the employability of student.

Multidisciplinary Course (MDC):

A Multidisciplinary Course is an option to explore disciplines of interest beyond the choices of learners made in their major and minor disciplines.

Ability Enhancement Course (AEC):

Ability Enhancement Course aims to achieve competency in language and communication skills.

Skill Enhancement Course (SEC):

Skill Enhancement Course aims to promote skills pertaining to a particular field of study, impart practical skills, hands-on training, soft skills, etc., in order to enhance the student's employability.

Internship:

Internship is a course to develop a professional ability through an appropriate learning. The duration of Internship is of 120 hours during summer vacation.

Research Project:

Research Project is a course involving applications of knowledge in exploring, analyzing and solving real-life situations/problems.

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Dissertation:

Dissertation is a long piece of academic writing based on original research.

Value Added Course (VAC):

Value Added Course aims to add the knowledge of learner beyond academic disciplines.

Semester/Academic Year

A semester comprises 90 working days and an academic year is divided into two semesters.

Academic Bank of Credit (ABC)

Academic Bank of credit is an academic service mechanism to facilitate students to become its academic account holders, thereby paving the way for seamless student mobility between or within degree-granting Higher Educational Institutions through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching-learning. ABC will digitally store the academic credits earned by students from HEIs registered with ABC for awarding degrees/diplomas/certificates taking into account credits earned by students.

Academic Bank Account

Academic Bank Account is an individual account with the Academic Bank of Credits opened and operated by a student, to which all academic credits earned by the Student from course(s) of study are deposited, recognized, maintained, accumulated, transferred, validated or redeemed for the purposes of the award of degree/diploma/certificates etc. by an awarding institution.

Multiple Entry and Exit Points

These are stages where the students may have options for entry and exit as per UGC Guidelines for Multiple Entry and Exit in Academic Programmes.

Credit Point

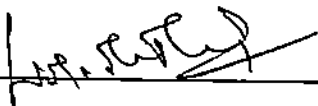
It is the product of the grade point and the number of credits for a course.

Grade Point

It is a numerical weight allotted to each letter grade on a 10-point scale.

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.



Semester Grade Point Average (SGPA)

The SGPA is the 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.

Cumulative Grade Point Average (CGPA)

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.

2.0. Eligibility

A person who has passed 10+2 examination from Haryana Board of School Education or any other examination recognized by the M.D. University, Rohtak as equivalent thereto shall be eligible for admission. The detailed eligibility conditions e.g. percentage of marks in the qualifying examinations, subject(s) combination etc. shall be notified in the Admission Brochure/Prospectus as approved by the Academic Council from time to time.

3.0. Programme Structure

The four year under graduate degree programme is designed for eight semesters with multiple entry and exit options.

3.1 Awarding UG Certificate, UG Diploma, and Degrees

UG Certificate: Students who opt to exit after completion of the first year and have secured 48 credits (44 credits in case of single major) will be awarded a UG certificate if, in addition, they complete 4 credits of internship during the summer vacation of the first year. These students are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of seven years.

UG Diploma: Students who opt to exit after completion of the 2nd year and have secured 96 credits (94 credits in case of single major) will be awarded the UG diploma if, in addition, they complete 4 credits of internship during the summer vacation of the second year. These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of seven years.

3-year UG Degree (Bachelor's Degree): Students who wish to undergo a 3-year UG programme will be awarded UG Degree in the Major discipline after successful completion of



three years, securing 132 credits (136 credits in case of single major) and satisfying the minimum credit requirement as given in Table 1.

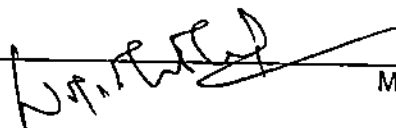
4-year UG Degree (Honours) (Bachelor's Degree with Honors): A four-year UG Honours degree in the major discipline will be awarded to those who complete a 4-year degree programme with 180 credits (184 credits in case of single major) and have satisfied the credit requirements as given in Table 1.

4-year UG Degree (Honours with Research) (Bachelor's Degree with Honors): Students who secure 75% marks and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation under the guidance of a faculty member of the University/College. The research project/dissertation will be in the major discipline. The students, who secure 180 credits (184 credits in case of single major), including 12 credits from a research project/dissertation, are awarded UG Degree (Honours with Research). The students who secure 75% marks in first six semesters will be eligible to pursue UG Degree (Hons. with Research).

UG Degree Programmes with Single Major: A student has to secure a minimum of 50% credits from the major discipline for the 3-year/4-year UG degree to be awarded a single major. For example, in a 3-year UG programme, if the total number of credits to be earned is 136, a student of Physics with a minimum of 68 credits will be awarded a B.Sc. in Physics with a single major. Similarly, in a 4-year UG programme, if the total number of credits to be earned is 184, a student of Physics with a minimum of 92 credits will be awarded a B.Sc. (Hons./Hon. With Research) in Physics in a 4-year UG programme with single major.

Interdisciplinary UG Programmes: The credits for core courses shall be distributed among the constituent disciplines/subjects so as to get core competence in the interdisciplinary programme. For example, a degree in Econometrics requires courses in economics, statistics, and mathematics. The total credits to core courses shall be distributed so that the student gets full competence in Econometrics upon completion of the programme. The degree for such students will be awarded as B.Sc. in Econometrics for a 3-year UG programme or B.Sc. (Honours) / B.Sc. (Honours with Research) in Econometrics for a 4-year UG programme.

Multidisciplinary UG Programmes: In the case of students pursuing a multidisciplinary programme of study, the credits to core courses will be distributed among the broad



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disciplines such as Life sciences, Physical Sciences, Commerce & Management, Arts, Social Sciences, Humanities, etc., For example, a student who opts for a UG program in Life sciences will have the total credits to core courses distributed across Botany, Zoology and Human biology disciplines. The degree will be awarded as B.Sc. in Life Sciences for a 3-year programme and B.Sc. (Honours) in Life Sciences or B.Sc. (Honours with Research) for a 4-year programme without or with a research component respectively.

The CCFUGP is detailed in the Table 1 to 5.



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Table1: Minimum Credit Requirements to Award Degree under Each Category

S. No.	Broad Category of Course	Minimum Credit Requirement as per UGC Guidelines		UG Programmes (Multidisciplinary/ Interdisciplinary)		UG Programmes (Single Major)		UG Programmes (Single Major) For students who choose to pursue single major after 2 nd semester of multidisciplinary Programmes		UG Programmes Interdisciplinary	
		3-year UG	4-Year UG	3-year UG	4-Year UG	3-year UG	4-Year UG	3-year UG	4-Year UG	3-year UG	4-Year UG
1	Discipline Specific Courses (DSC)/Major Courses	60	80	72	112 (100+12*)	72	112 (100+12*)	68	108 (96+12*)	76	112 (100 + 12*)
2	Minor Course (MIC including Vocational Courses [VOC])	24	32	24	32	24	32	32	40	24	32
3	Multidisciplinary Courses (MDC)	09	09	09	09	09	09	09	09	09	09
4	Ability Enhancement Courses (AEC)	08	08	08	08	08	08	08	08	08	08
5	Skill Enhancement Courses (SEC)	09	09	09	09	11	11	09	09	09	09
6	Value Added Courses (VAC)	06 – 08	06 – 08	06	06	08	08	06	06	06	06
7	Internship	02 – 04	02 – 04	04	04	04	04	04	04	04	04
8	Research Project / Dissertation*	-	12*	-	12*	-	12*	-	12*	0	12*
	Total	120	160	132	180	136	184	136	184	136	184

Note:*Honours students not undertaking research shall have to do 3 courses for 12 credits in lieu of a research project/Dissertation.

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Table 2: Curriculum and Credit Framework for Undergraduate Programmes (Multidisciplinary)

Semester	Discipline-Specific Courses (DSC) / Major courses	Minor (MIC) / Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC) / Internship / Dissertation	Value-Added Courses (VAC)	Total Credits	
I	DSC - A1 @ 4 credits	MIC1 @ 2 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	24	
	DSC - B1 @ 4 credits							
	DSC - C1 @ 4 credits							
II	DSC - A2 @ 4 credits	MIC2 @ 2 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	24	
	DSC - B2 @ 4 credits							
	DSC - C2 @ 4 credits							
Students exiting the programme after second semester and securing 52 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline/ Subject								
III	DSC - A3 @ 4 credits	MIC3 @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits		24	
	DSC - B3 @ 4 credits							
	DSC - C3 @ 4 credits							
IV	DSC - A4 @ 4 credits	MIC4(VOC) @ 4 credits		AEC4 @ 2 credits		VAC3 @ 2 credits	20	
	DSC - B4 @ 4 credits							
	DSC - C4 @ 4 credits							
Students exiting the programme after fourth semester and securing 95 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject								
V	DSC - A5 @ 4 credits	MIC5(VOC) @ 4 credits			Internship @ 4 credits#		20	
	DSC - B5 @ 4 credits							
	DSC - C5 @ 4 credits							
VI	DSC - A6 @ 4 credits	MIC6 @ 4 credits MIC7(VOC) @ 4 credits					20	
	DSC - B6 @ 4 credits							
	DSC - C6 @ 4 credits							
Students will be awarded 3-year UG Degree in the relevant Discipline/Subject upon securing 132 credits								
VII*	DSC - H1 @ 4 credits	MIC8 @ 4 credits					24	
	DSC - H2 @ 4 credits							
	DSC - H3 @ 4 credits							
	DSC - H4 @ 4 credits							
	DSC - H5 @ 4 credits							
VIII* (4yr UG Hon.)	DSC - H6 @ 4 credits	MIC9 @ 4 credits					24	
	DSC - H7 @ 4 credits							
	DSC - H8 @ 4 credits							
	DSC - H9 @ 4 credits							
VIII* (4yr UG Hon. with Research)	DSC - H6 @ 4 credits	MIC9 @ 4 credits			Research project/ Dissertation @ 12 credits		24	
	DSC - H7 @ 4 credits							
							TOTAL CREDITS	180

*Student should select one major discipline (Out of A, B, or C studied during first three years of UG Programmes) in which he/she wishes to pursue Honors. This framework is subject to modification as per UGC guidelines at the University level. The universities may decide to offer the Honors degree Programmes subject to the fulfillment of credit point table

#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.

M. R. Singh

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Table 3: Curriculum and Credit Framework for Undergraduate Programmes (Single Major)

Semester	Discipline Specific Courses (DSC) / Major Courses	Minor (MIC) / Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC) / Internship / Dissertation	Value-Added Courses (VAC)	Total Credits
I	DSC - A1 @ 4 credits	MIC1 @ 4 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	22
	DSC - A2 @ 4 credits						
II	DSC - A3 @ 4 credits	MIC2 @ 4 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	22
	DSC - A4 @ 4 credits						
Students exiting the programme after second semester and securing 48 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline/Subject							
III	DSC - A5 @ 4 credits	MIC3 @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits	VAC3 @ 2 credits	22
	DSC - A6 @ 4 credits						
IV	DSC - A7 @ 4 credits	MIC4(VOC) @ 4 credits	_____	AEC4 @ 2 credits	_____	VAC4 @ 2 credits	24
	DSC - A8 @ 4 credits						
	DSC - A9 @ 4 credits						
	DSC - A10 @ 4 credits						
Students exiting the programme after fourth semester and securing 94 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject							
V	DSC - A11 @ 4 credits	MIC5(VOC) @ 4 credits	_____	_____	Internship @ 4 credits#	_____	24
	DSC - A12 @ 4 credits						
	DSC - A13 @ 4 credits						
	DSC - A14 @ 4 credits						
VI	DSC - A15 @ 4 credits	MIC6(VOC) @ 4 credits	_____	_____	SEC3 @ 2 credits	_____	22
	DSC - A16 @ 4 credits						
	DSC - A17 @ 4 credits						
	DSC - A18 @ 4 credits						
Students will be awarded 3-year UG Degree in relevant major Discipline/Subject upon securing 136 credits							
VII	DSC - H1 @ 4 credits	MIC7 @ 4 credits	_____	_____	_____	_____	24
	DSC - H2 @ 4 credits						
	DSC - H3 @ 4 credits						
	DSC - H4 @ 4 credits						
VIII (4yr UG Hon.)	DSC - H6 @ 4 credits	MIC8 @ 4 credits	_____	_____	_____	_____	24
	DSC - H7 @ 4 credits						
	DSC - H8 @ 4 credits						
	DSC - H9 @ 4 credits						
VIII (4yr UG Hon. with Research)	DSC - H6 @ 4 credits	MIC8 @ 4 credits	_____	_____	Research project/ Dissertation @ 12 credits	_____	24
	DSC - H7 @ 4 credits						
						TOTAL CREDITS	184

#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.

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**Table 4: Curriculum and Credit Framework for Undergraduate Programmes (Single Major)
(For students who choose to pursue single major after 2nd semester of multidisciplinary Programmes)**

Semester	Discipline-Specific Courses (DSC) / Major Courses	Minor (MIC) / Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC) / Internship / Dissertation	Value-Added Courses (VAC)	Total Credits
I	DSC - A1 @ 4 credits	MIC1 @ 2 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	24
	DSC - B1 @ 4 credits						
	DSC - C1 @ 4 credits						
II	DSC - A2 @ 4 credits	MIC2 @ 2 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	24
	DSC - B2 @ 4 credits						
	DSC - C2 @ 4 credits						
Students exiting the programme after second semester and securing 52 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline / Subject							
III	DSC - A3 @ 4 credits	MIC3 (VOC) @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits	_____	24
	DSC - A4 @ 4 credits						
	DSC - A5 @ 4 credits						
IV	DSC - A6 @ 4 credits	MIC4 (VOC) @ 4 credits	_____	AEC4 @ 2 credits	_____	VAC3 @ 2 credits	24
	DSC - A7 @ 4 credits						
	DSC - A8 @ 4 credits						
	DSC - A9 @ 4 credits						
Students exiting the programme after fourth semester and securing 100 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline / Subject							
V	DSC - A10 @ 4 credits	_____	_____	_____	Internship @ 4 credits#	_____	20
	DSC - A11 @ 4 credits						
	DSC - A12 @ 4 credits						
	DSC - A13 @ 4 credits						
VI	DSC - A14 @ 4 credits	MIC5 (VOC) @ 4 credits	_____	_____	_____	_____	20
	DSC - A15 @ 4 credits						
	DSC - A16 @ 4 credits						
	DSC - A17 @ 4 credits						
Students will be awarded 3-year UG Degree in relevant major Discipline / Subject upon securing 136 credits							
VII	DSC - H1 @ 4 credits	MIC6 @ 4 credits	_____	_____	_____	_____	24
	DSC - H2 @ 4 credits						
	DSC - H3 @ 4 credits						
	DSC - H4 @ 4 credits						
	DSC - H5 @ 4 credits						
VIII (4yr UG Hon.)	DSC - H6 @ 4 credits	MIC7 @ 4 credits	_____	_____	_____	_____	24
	DSC - H7 @ 4 credits						
	DSC - H8 @ 4 credits						
	DSC - H9 @ 4 credits						
VIII (4yr UG Hon. with Research)	DSC - H10 @ 4 credits	MIC7 @ 4 credits	_____	_____	Research project/ Dissertation @ 12 credits	_____	24
	DSC - H7 @ 4 credits						
						TOTAL CREDITS	184

#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.

Am. Kulkarni

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Table 5: Curriculum and Credit Framework for Undergraduate Programmes (Interdisciplinary)

Semester	Discipline-Specific Courses (DSC) / Major Courses	Minor(MIC)/ Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)/ Internship /Dissertation	Value-Added Courses (VAC)	Total Credits
I	DSC - ID1 @ 4 credits DSC - ID2 @ 4 credits	MIC1 @ 4 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	22
II	DSC - ID3 @ 4 credits DSC - ID4 @ 4 credits	MIC2 @ 4 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	22
Students exiting the programme after second semester and securing 48 credits including 4 credits of summer Internship will be awarded UG Certificate in the relevant Discipline/Subject							
III	DSC - ID5 @ 4 credits DSC - ID6 @ 4 credits DSC - ID7 @ 4 credits	MIC3 @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits		24
IV	DSC - ID8 @ 4 credits DSC - ID9 @ 4 credits DSC - ID10 @ 4 credits DSC - ID11 @ 4 credits	MIC4(VOC) @ 4 credits		AEC4 @ 2 credits		VAC3 @ 2 credits	24
Students exiting the programme after fourth semester and securing 96 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject							
V	DSC - ID12 @ 4 credits DSC - ID13 @ 4 credits DSC - ID14 @ 4 credits DSC - ID15 @ 4 credits	MIC5(VOC) @ 4 credits			Internship @ 4 credits#		24
VI	DSC - ID16 @ 4 credits DSC - ID17 @ 4 credits DSC - ID18 @ 4 credits DSC - ID19 @ 4 credits	MIC6(VOC) @ 4 credits					20
Students will be awarded 3-year UG Degree in relevant major Discipline/Subject upon securing 136 credits							
VII	DSC - ID20 @ 4 credits DSC - ID21 @ 4 credits DSC - ID22 @ 4 credits DSC - ID23 @ 4 credits DSC - ID24 @ 4 credits	MIC7 @ 4 credits					24
VIII (4yr UG Hon.)	DSC - ID25 @ 4 credits DSC - ID26 @ 4 credits DSC - ID27 @ 4 credits DSC - ID28 @ 4 credits DSC - ID29 @ 4 credits	MIC8 @ 4 credits					24
VIII (4yr UG Hon. with Research)	DSC - ID25 @ 4 credits DSC - ID26 @ 4 credits	MIC8 @ 4 credits			Research project/ Dissertation @ 12 credits		24
						TOTAL CREDITS	184

#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.

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NOTE:

DSC/MC	Discipline Specific Course/Major Course: Credit of a DSC major could be the combination of lecture credits, tutorial credits, and practical credits. DSC includes core courses, subject elective and subject skill enhancement courses.
MIC including VOC	Minor Course (MIC) with minimum 24 Credits including Vocational Course (VOC)
MDC	Multidisciplinary Course: All UG students must undergo three introductory level multidisciplinary courses relating to Natural Sciences, Physical Sciences, Humanities, Arts & Social Sciences, Commerce & Management, Interdisciplinary Studies . Students are not allowed to choose or repeat courses already undergone at the higher secondary level (12th class) or opted as major and minor stream under this category.
AEC	Ability Enhancement Course: Ability Enhancement (Language) courses may be designed to achieve competency in the Modern Indian Language and English, with a special emphasis on language and communication skills.
SEC	Skill Enhancement Course: Skill Enhancement Courses may be primed to impart practical skills, hands-on training, soft skills, etc., to enhance the student's employability.
Summer Internship	Internships will require 120 hours (1 credit: 30 hrs of engagement) of involvement working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities during summers. #Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option.
Research Project/ Dissertation	Research Project/ Dissertation for UG degree (Honours with research) will be completed in the eighth semester under the guidance of a college and university faculty member.
VAC	Value Added Course: All UG students must undergo at least three Value Added Courses
	For students who choose to pursue single major after 2nd semester of multidisciplinary Programmes The 16 credits earned during first year in the two subjects, other than the subject which is continued as Single Major, will be counted towards minor

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DSC Major and Minor in I & II Semesters will have Foundation or Introductory level courses. DSC Major and Minor in III & IV semesters will be Intermediate Level Courses. Whereas DSC Major and minor in V & VI shall be of higher level courses and in VII & VIII semesters, advanced level courses will be offered.

4. Credit hours for different types of courses and marks distribution

A credit is a unit by which the workload relating to a course is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks).

Required contact hours to earn credits will be as follows:

Nature of Work	Course Credits	Contact hours per week	Contact hours per semester (15 weeks)
Lecture	01	01	15
Tutorial per paper	01	01	15
Practical, Seminar, Internship, field practice/project, or community engagement, etc.	01	02	30

A course can have a combination of lecture credits, tutorial credits, and practicum credits. For example, a 4-credit course with three credits assigned for lectures and one credit for practicum shall have three 1-hour lectures per week and one 2-hour duration field-based learning/project or lab work, or workshop activities per week. In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 30 hours of practicum. Similarly, a 4-credit course with 3-credits assigned for lectures and one credit for tutorial shall have three 1-hour lectures per week and one 1-hour tutorial per week. In a semester of 15 weeks duration, a four-credit course is equivalent to 45 hours of lectures and 15 hours of tutorials.

The marks distribution according to the credit hours is 1 credit = 25 Marks

Credit	Marks
2 credit	50
3 credit	75
4 credit	100
12 credits research work	300

Additional Seats: The HEIs may create 10% additional seats over and above the sanctioned strength to accommodate the request for a change of major. Any unfilled or vacant seats may be filled with those seeking a change of Major. Preference will be given to those who have got highest CGPA with no arrears in the first year.



5.0. Course Curriculum and Syllabus:

- a) The course curriculum and syllabus of every five year integrated programme shall be developed by the concerned Board of Studies and be implemented after obtaining approval of the Academic Council.
- b) The University may evolve a system/policy about Extra Curricular Activities/ General Interest and Hobby Courses/Sports/NCC/NSS/University Outreach Programme etc., for adding them under Value Addition Courses (VAC).

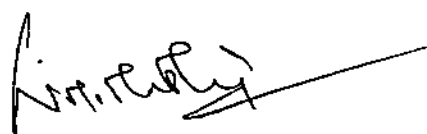
6.0. Learning assessment

A variety of assessment methods that are appropriate to a given discipline/subject area and a programme of study will be used to assess progress towards the course/programme learning outcomes. Evaluation will be based on continuous assessment, in which sessional and the terminal examinations will contribute to the final grade. Sessionals will consist of class tests, mid-semester examination(s), homework assignments, class presentations etc., as determined by the concerned BOS.

6.1. Examination and Internal Assessment

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

- a. 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.
- b. First Internal Assessment Test shall be held around the sixth week of the semester for the syllabi covered till then. Second Internal Assessment Test shall be held around the twelfth week for the syllabi covered between seventh and twelfth week. Third Internal Assessment Test, if required, may be held around the fourteenth week for the syllabi covered between seventh and fourteenth week. However, the best scores in any two sessional tests shall be counted.



- c. The Internal Assessment for theory shall consist of the following components with marks indicated against each:

Criteria		Marks out of		
		100	75	50
Attendance		5	5	5
% of attendance	Marks			
Below 65	0			
65 to < 70	2			
70 to < 75	3			
75 to < 80	4			
80 and above	5			
Assignments/Presentations/Seminars and Class Participation		5	5	-
Sessional Examination		20	15	10
Total		30	25	15

- d. The Internal Assessment for practical shall consist of the following components with marks indicated against each:

Criteria		Marks out of		
		100	75	50
Attendance		5	5	5
% of attendance	Marks			
Below 65	0			
65 to < 70	2			
70 to < 75	3			
75 to < 80	4			
80 and above	5			
Practical Assignments/ Practical File		25	20	10
Total		30	25	15

- e. 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.
- f. The HOD/Director may allow a student to repeat one sessional test within the same semester, if his/her application in this regard is considered as genuine on valid grounds.
- g. The HOD/Director shall display the internal assessment awards of each course on the notice board of the Department/Institute/Centre atleast seven days before the commencement of the end semester examinations to give an opportunity to the students to make representation, if any.

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- h. The HOD/Director shall forward the internal assessment marks awarded by the concerned teacher on the basis of class test, written assignment/ Presentation/Seminar etc. and attendance in the classes to the Controller of Examinations as per the following schedule: (i) The Internal Assessment/Sessional marks should be supplied by the Heads of the Departments/Directors/Principals of the Colleges invariably within 30 days after the commencement of the examination. (ii) Thereafter, a late fee @ Rs.100/ per student per subject shall be levied upon the Department/ College/ Institute upto 10 days from the expiry of 30 days of the commencement of the examinations. This penalty/late fee shall not be charged from the student by the Department/College/Institute. (iii) If still, internal assessment/ sessional marks are not supplied by the Department/College/institute, then the result of the candidate(s) shall be declared by proportionating the marks of concerned theory/practical paper in which he/she has been declared as pass. Marks of candidates having reappear shall not be proportionate in this case.
- i. The end semester examination for the odd semesters shall ordinarily be held in the month of December/January and for the even semesters in the month of May/June on such dates as may be notified by the Controller of Examinations.
- j. The examination schedule containing the dates of receipt of examination forms with and without late fee, shall be notified by the Controller of Examinations from time to time.
- k. Students failing in one or more courses of end semester examinations will be entitled to clear them during the regular semester examinations of courses to be held in subsequent years.
- l. The examination fee to be paid by the candidate for each semester shall be prescribed by the University from time to time.
- m. Every student shall be examined in the courses as prescribed in the syllabus and scheme of examination approved by the Academic Council from time to time. The fail/re-appear candidates will appear in the exam as per the syllabus applicable to regular students at that time.
- n. The HOD/Director shall preserve the records pertaining to internal assessment awards for verification, if needed, by the University up to three months from the date of declaration of the semester examination results.



- o. The candidate shall be allowed to appear in the examination if he/she fulfils the following requirements: -
- i. Bears a good character
 - ii. Has been on the rolls of the Department/College/Institution during the semester.
 - iii. Has attended not less than 65% of lectures delivered in theory as well as practicals. Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Department/Principal of the College/institute on the following grounds: (i) Self-illness; (ii) Illness/death of parents, brother, sister or any other close family member; (iii) Any other reason beyond the control of the student to the satisfaction of the HOD/Director.
- p. The minimum percentage of marks to pass the examination in each semester shall be 40% in each course/paper.
- q. The grace marks will be allowed as per University rules.
- r. The gold medal will be awarded to the topper candidate only after the completion of program (10th semester) on the basis of CGPA in First attempt.
- s. The candidate who has passed the theory papers and practical/lab course of semester I to VII examinations and has worked for dissertation/research project in semester VIII shall submit the dissertation/research project not later than 15th June of the year concerned. At the time of submission of dissertation/research project, a candidate shall produce a certificate from the supervisor that he has worked for dissertation/research project for at least one semester. In case of late submission i.e. after 15th June, the HOD/Director/Controller of Examinations/Vice-Chancellor shall have the power to grant extension of date of submission or condone the delay in receipt of a thesis/dissertation/research project/project report, for an examination, other than Ph.D. as under:-

Duration	Powers vested in	Late fee as prescribed from time to time (Rupees)
Up to one month	HOD/Director	2000
Beyond one month and up to two months	COE	3000
Beyond two months and up to three months	Vice-Chancellor	5000

Late fee as prescribed in each case will be chargeable.



Provided that if a candidate fails to submit the dissertation/research project etc. even during the extended period of three months i.e. 15th September, he/she shall be considered absent in the dissertation/research project/paper and his/her result will be declared accordingly.

- t. **Publication of Dissertation/Research Project:-** The request of the student interested in publication of his/her dissertation/research project shall be considered by a Committee comprising Dean of the Faculty (Chairman), HOD/Director and concerned Supervisor. In case, the Dean of the Faculty and HOD/Director are same, the Vice-Chancellor may nominate some other senior Faculty member from the concerned Faculty. The recommendations of the committee shall be referred to the Vice-Chancellor for consideration and approval. No financial aid shall be given by the University for the Publication of the dissertation/research project. The examiner evaluating the Dissertation/research project shall while awarding marks be also required to indicate whether the Dissertation/research project is fit for publication. The Committee while considering such request shall also keep in view the recommendations made by the examiner.
- u. **Letter Grades and Grade Points:** The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the programme of study. The HEIs may also mention marks obtained in each course and a weighted average of marks based on marks obtained in all the semesters taken together for the benefit of students.

Marks (%)	Letter Grade	Grade Point
> 90	O(Outstanding)	10
> 75 to 90	A+(Excellent)	9
> 65 to 75	A(Very good)	8
> 55 to 65	B+(Good)	7
> 50 to 55	B(Above average)	6
> 40 to 50	C(Average)	5
40	P (Pass)	4
Less than 40	F(Fail)	0
	Ab(Absent)	0



v. Computation of SGPA and CGPA

The SGPA is the ratio of the 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 the sum of the number of credits of all the courses undergone by a student, i.e.

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

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

Example for Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade point	Credit Point (Credit x Grade)
I	Course 1	3	A	8	3X8= 24
I	Course 2	4	B+	7	4X7= 28
I	Course 3	3	B	6	3X6= 18
I	Course 4	3	O	10	3X 10 =30
I	Course 5	3	C	5	3X5= 15
I	Course 6	4	B	6	4X6= 24
		20			139
SGPA					139/20=6.95

The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student in all the semesters of a programme, i.e.

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

where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

Example for Computation of CGPA

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit:21 SGPA:6.9	Credit:22 SGPA:7.8	Credit:25 SGPA:5.6	Credit:26 SGPA:6.0	Credit:26 SGPA:6.3	Credit:25 SGPA:8.0
CGPA=6.73(21 x6.9+22x7.8+25x5.6+26 x6.0+26x6.3+25 x8.0)/145					

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Conversion of CGPA into Percentage: The CGPA to percentage conversion is as simple as multiplying the candidates CGPA by 9.5

$$\% \text{ of Marks} = CGPA \times 9.5$$



6.2. Setting of Question Papers and Evaluation

- a. 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) out of the Panel of Examiners recommended by the Board of Studies of the Department concerned on the basis of their expertise/ specialization/area of interest.
- b. In case of External Examiner, the question paper setting may be given to a teacher having minimum five years of continuous teaching experience at relevant level i.e. UG/PG.
- c. In the case of the practical examination of the courses, the assessment shall be jointly undertaken by the internal and external examiners. The External examiners shall be invited from amongst the panel of examiners recommended by the concerned Board of Studies. In case of unavailability of external examiners due to unavoidable circumstances, the Controller of Examinations may allow the conduct of practical examination by the Internal examiners so that the conduct of examination and declaration of results is not delayed.
- d. In case of the Project reports/Dissertation/Research Project, 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) recommended by the concerned Board of Studies.
- e. The pattern of Question Papers for End-Semester theory examinations shall be as under:

Question 1: Answer to Question no. 1 shall be compulsory	Short answer type questions from all units
Question 2	Two questions from Unit-I and the student should answer one question
Question 3	Two questions from Unit-II and the student should answer one question
Question 4	Two questions from Unit-III and the student should answer one question
Question 5	Two questions from Unit-IV and the student should answer one question

All the questions shall carry equal marks



6.3. Improvement of Grades: For improvement of grades, 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 Detailed Marks Certificate or the copy of the result sheet and the prescribed fee, as revised from time to time.

- i. After passing each semester examination, a candidate will be allowed to appear for improvement of result in one or more theory papers only once within the period prescribed for completion of the Program (i.e.) within 7 years from the academic session of admission. Only improved marks (higher score) will be taken into account.
- ii. A student improving the Division/grade shall not be considered for award of Gold Medal/Rank Certificate.

7.0. Removal of the Name of a Student from the Programme: .

- a. The name of a student remaining absent for 15 consecutive days (excluding Sunday/Holiday) after the start or during the academic session without any notice shall be struck off from the rolls of the Department/ Institute. A fine of Rs.20/- per lecture/day shall be charged on account of remaining absent from the classes.
- b. Re-admission may be allowed on payment of Rs.2000/- alongwith required fine within 15 days with the permission of the Dean Academic Affairs. If a student fails to report within this time limit, the seat will be declared vacant and will be filled according to University rules. In respect of an applicant seeking re-admission, his/her previous record shall be carefully scrutinized and the decision of the Dean Academic Affairs in this regard shall be final.
- c. Re-admission may be allowed by the Dean Academic Affairs only once on the recommendations of the concerned HOD/Director on payment of prescribed re-admission fee and fine as applicable. However, while giving his/her specific recommendations, the concerned Head of the Department/Director must ensure that the student will fulfill the minimum requirement of attendance for appearing in the examinations as per Ordinance.
- d. A student, who had been detained in semester end examination on account of shortage of attendance, will not be promoted to the next semester till he/she completes the requirements as mentioned (a) and (b) below in the preceding semester:



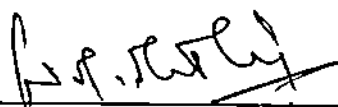
(a) he/she seeks re-admission within the prescribed date in the relevant semester in the next academic session.

(b) his/her conduct has been satisfactory; and he/she shows sufficient cause to the satisfaction for not having put in the requisite percentage of attendance.

(c). However, such students will have to pay fee being charged for that semester. If such a student had been detained in 1st semester of a program, he/she may be readmitted next year without competing with the other students seeking admission to the 1st semester. Supernumerary seat(s) be created for readmitting such student(s) in the corresponding semester.

8.0 Mobility Options and Credit Transfer through Academic Bank of Credits (ABC):

- a. Each student shall have to register on Academic Bank of Credits (ABC) portal for creation of the unique ABC ID to avail multiple entry and multiple exit options and mobility across various disciplines and Higher Education Institutes.
- b. Credits earned and deposited with Academic Bank of Credits (ABC) shall be valid for the purpose of redemption to a Certificate/Diploma/Degree, for varying duration as specified in the Ordinance subject to a maximum duration of 7 years.
- c. Provided that once any credit is redeemed for the award of a degree, diploma or certificate, such credit shall be irrevocably debited from the student's Academic Bank Account and cannot be reused for the award of any other formal academic qualifications.
- d. Students may customize or design their own degrees utilizing courses offered by one or more Higher Education Institutes registered with Academic Bank of Credits;
- e. Provided further that, the student shall be required to earn at least 50 % credit in the DSC/Major subject area necessary for the award of the degree, diploma or certificate as specified by the university in which the student is enrolled.
- f. A student can take the courses of any other university subject to equivalence of the DSC/Major courses and availability of seats, adopting due administrative process and formal consent of the University/Universities through the Equivalence Committee(s).
- g. The flexibility and mobility option doesn't entitle a student to be exempted or relaxed from any of the requisites (sessional tests, attendance, assignments, end-semester examinations, programme duration etc.) for the completion of the programme.



- h. The mobility option should not be interpreted as inter-university migration unless approved by both the Universities.

Note: The University may allow up to 40% of the total courses being offered in a particular program in a Semester through the online learning courses offered through SWAYAM platform or any other platform specified by UGC, subject to the following conditions: (a) The course contents are alike, to be decided by the concerned Board of Studies; (b) The courses are not offered in the University/College; (c) There is non-availability of suitable teaching staff to run the course in the University/College. The University shall give the equivalent credit weightage to the student for the credits earned vide online learning credit courses through SWAYAM platform or any other platform in accordance with the provisions made under the respective schemes, as amended from time to time; subject to compatibility of course content & assessment process with the prior approval of the respective Board of Studies.

9.0. Miscellaneous

- a. The University shall provide the facility of Academic Bank of Credits in consonance with UGC (Establishment and Operationalization of Academic Bank of Credits (ABC) Scheme in Higher Education) Regulations, 2021, as amended from time to time.
- b. In addition to the provisions contained in this Ordinance, the Academic programmes governed by a Regulatory Authority shall also comply with essential requirements as prescribed by the respective Regulatory Authority.
- c. Relevant provisions regarding multiple entry-multiple exit options, academic bank of credits etc. shall be applicable in accordance with the University Ordinance(s)/relevant UGC Regulations, as amended from time to time.
- d. The student who leaves the program after completion of odd semester, he/she may be allowed to take readmission in the next academic session in the corresponding even semester by creating supernumerary seat(s) by the concerned department.

10.0. Power to remove Difficulties:

If any difficulty arises in giving effect to the provisions of this Ordinance, the Vice Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty, however subject to ratification of such order by the Statutory bodies of the University.

Dr. S. K. Singh

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ORDINANCE OF CURRICULUM AND CREDIT FRAMEWORK FOR FIVE YEAR INTEGRATED PROGRAMMES (CCFYIP) UNDER NEP 2020



MAHARSHI DAYANAND UNIVERSITY
ROHTAK (HARYANA)

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ORDINANCE FOR CCFYIP UNDER NEP 2020

This Ordinance pertains to Five-year Integrated programmes with provision of Academic Bank of Credits and 'Multiple Entry and Exit' options at various stages w.e.f. the Academic Session 2023-24 and thereafter.

The Curriculum and Credit Framework for five year integrated 'Programmes is developed with following features

- i. Opportunity for learners to choose the courses of their interest in all disciplines
- ii. Provision of multiple entry and exit options with a UG Certificate or UG Diploma or 3-year UG Degree or 4-year UG Degree (Hons.)/ 4-year UG Degree (Hons. with Research) or PG Degree depending on the number of credits earned
- iii. Flexibility for students to move among the institutions through the implementation of Academic Bank of Credits (ABC)
- iv. Flexibility to switch to alternative modes of learning (Offline, ODL, Online, and Hybrid modes) depending upon the feasibility
- v. Versatile curricular framework for holistic development of graduate

1.0. Definition of keywords

Course:

Course refers to a paper having specified credits which is a component of a programme in a discipline/subject. The course defines the learning objectives and learning outcomes. A course may be designed comprising credits for lectures/tutorials/laboratory work/field work/outreach activities/project work/internship/vocational training etc. or combination thereof.

Credit:

Credit is the weightage given to each course of study. It is the numerical value assigned to a course according to the relative importance of the contents and the contact hours required to teach the prescribed syllabi of the programme.

Discipline Specific Course (DSC)/Major Course:

Discipline specific/Major course is the discipline or subject of main focus in which the degree will be awarded. Students should secure the prescribed number of credits (atleast 50% of total credits) through Discipline Specific Course/Major Course in the major discipline.



ORDINANCE FOR CCFYIP UNDER NEP 2020

Minor Course (MIC):

Minor discipline is the discipline that helps a student to gain a broader understanding beyond the major discipline. For example, if a student pursuing Economics as major course may choose Statistics as minor course.

Vocational Course (VOC):

Vocational Course assists student in developing workforce-relevant skills and enhance the employability of student.

Multidisciplinary Course (MDC):

A Multidisciplinary Course is an option to explore disciplines of interest beyond the choices of learners made in their major and minor disciplines.

Ability Enhancement Course (AEC):

Ability Enhancement Course aims to achieve competency in language and communication skills.

Skill Enhancement Course (SEC):

Skill Enhancement Course aims to promote skills pertaining to a particular field of study, impart practical skills, hands-on training, soft skills, etc., in order to enhance the student's employability.

Internship:

Internship is a course to develop a professional ability through an appropriate learning. The duration of Internship is of 120 hours during summer vacation.

Research Project:

Research Project is a course involving applications of knowledge in exploring, analyzing and solving real-life situations/problems.

Dissertation:

Dissertation is a long piece of academic writing based on original research.

Value Added Course (VAC):

Value Added Course aims to add the knowledge of learner beyond academic disciplines.

Semester/Academic Year

A semester comprises 90 working days and an academic year is divided into two semesters.



Academic Bank of Credit (ABC)

Academic Bank of credit is an academic service mechanism to facilitate students to become its academic account holders, thereby paving the way for seamless student mobility between or within degree-granting Higher Educational Institutions through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching-learning. ABC will digitally store the academic credits earned by students from HEIs registered with ABC for awarding degrees/diplomas/certificates taking into account credits earned by students.

Academic Bank Account

Academic Bank Account is an individual account with the Academic Bank of Credits opened and operated by a student, to which all academic credits earned by the Student from course(s) of study are deposited, recognized, maintained, accumulated, transferred, validated or redeemed for the purposes of the award of degree/diploma/certificates etc. by an awarding institution.

Multiple Entry and Exit Points

These are stages where the students may have options for entry and exit as per UGC Guidelines for Multiple Entry and Exit in Academic Programmes.

Credit Point

It is the product of the grade point and the number of credits for a course.

Grade Point

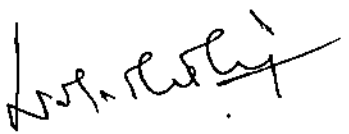
It is a numerical weight allotted to each letter grade on a 10-point scale.

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.

Semester Grade Point Average (SGPA)

The SGPA is the 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.



ORDINANCE FOR CCFYIP UNDER NEP 2020

Cumulative Grade Point Average (CGPA)

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.

2.0. Eligibility

A person who has passed 10+2 examination from Haryana Board of School Education or any other examination recognized by the M.D. University, Rohtak as equivalent thereto shall be eligible for admission. The detailed eligibility conditions e.g. percentage of marks in the qualifying examinations, subject(s) combination etc. shall be notified in the Admission Brochure/Prospectus as approved by the Academic Council from time to time.

3.0. Programme Structure

The five-year integrated degree programme is designed for ten semesters with multiple entry and exit options.

3.1 Awarding UG Certificate, UG Diploma, and Degrees

UG Certificate: Students exiting the programme after second semester and securing 48 credits including 4 credits of summer internship will be awarded UG Certificate in the relevant Discipline/Subject. These students are allowed to re-enter the degree programme within three years and – complete the degree programme within the stipulated maximum period of seven years.

UG Diploma: Students exiting the programme after fourth semester and securing 96 credits including 4 credits of summer internship will be awarded UG Diploma in the relevant Discipline/Subject. These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of seven years.

3-year UG Degree: Students who wish to undergo a 3-year UG programme will be awarded UG Degree in the Major discipline after successful completion of three years, securing 136 credits and satisfying the minimum credit requirement as given in Table 1.

4-year UG Degree (Honours): A four-year UG Honours degree in the major discipline will be awarded to those who complete a 4-year degree programme with 184 credits and have satisfied the credit requirements as given in Table 1.

4-year UG Degree (Honours with Research): A four-year UG Honours degree with Research in the major discipline will be awarded to those who complete a 4-year Honours degree with

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Research with 184 credits including 12 credits from a research project/dissertation and satisfied the credit requirements as given in Table 1. The students who secure 75% marks in first six semesters will be eligible to pursue UG Degree (Hons. with Research)

5- Year PG Degree: A five year PG Degree will be awarded to the students, who secure 224 credits including 12 credits from a Research Project/Dissertation and satisfied the credit requirements as given in Table 1.

The Curriculum and Credit Framework for Five Year Integrated Programmes is exemplified in the Table 1 & 2 and the nomenclature of degrees as per UGC notification is mentioned in Table 3.

Table1: Minimum Credit Requirements to Award Degree under Each Category

S. No.	Broad Category of Course	Minimum Credit Requirement as per UGC Guidelines		Five Year Integrated Programmes				
		3-year UG	4-Year UG	3-year UG	4-Year UG (Hons.)	4-Year UG (Hons. With Research)	5- Year PG with 4- Year UG (Hons.)	5- Year PG with 4-Year UG (Hons. With Research)
1	Major/Discipline Specific Courses (DSC)	60	80	76	116	104	140	128
2	Minor Course (MIC Including Vocational Courses [VOC])	24	32	24	32	32	32	32
3	Multidisciplinary Courses (MDC)	09	09	09	09	09	09	09
4	Ability Enhancement Courses (AEC)	08	08	08	08	08	08	08
5	Skill Enhancement Courses (SEC)	09	09	09	09	09	09	09
6	Value Added Courses (VAC)	06 - 08	06 - 08	06	06	06	06	06
7	Internship	02 - 04	02 - 04	04	04	04	08	08
8	Research Project / Dissertation	-	12	-	-	12	12	24
	Total	120	160	136	184	184	224	224

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Table 2: Structure of Five Year Integrated Programme

Semester	Discipline-Specific Courses (DSC) / Major Course	Minor (MIC) / Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC) / Internship / Dissertation / research project	Value-Added Courses (VAC)	Total Credits
I	DSC - A1 @ 4 credits	MIC1 @ 4 credits	MDC1 @ 3 credits	AEC1 @ 2 credits	SEC1 @ 3 credits	VAC1 @ 2 credits	22
	DSC - A2 @ 4 credits						
II	DSC - A3 @ 4 credits	MIC2 @ 4 credits	MDC2 @ 3 credits	AEC2 @ 2 credits	SEC2 @ 3 credits	VAC2 @ 2 credits	22
	DSC - A4 @ 4 credits						
Students exiting the programme after second semester and securing 48 credits including 4 credits of summer Internship will be awarded UG Certificate in the relevant Discipline/Subject (44)							
III	DSC - A5 @ 4 credits	MIC3 @ 4 credits	MDC3 @ 3 credits	AEC3 @ 2 credits	SEC3 @ 3 credits		24
	DSC - A6 @ 4 credits						
	DSC - A7 @ 4 credits						
IV	DSC - A8 @ 4 credits	MIC4(VOC) @ 4 credits	_____	AEC4 @ 2 credits	_____	VAC3 @ 2 credits	24
	DSC - A9 @ 4 credits						
	DSC - A10 @ 4 credits						
	DSC - A11 @ 4 credits						
Students exiting the programme after fourth semester and securing 96 credits including 4 credits of summer Internship will be awarded UG Diploma in the relevant Discipline/Subject (92)							
V	DSC - A12 @ 4 credits	MIC5(VOC) @ 4 credits	_____	_____	Internship @ 4 credits	_____	24
	DSC - A13 @ 4 credits						
	DSC - A14 @ 4 credits						
	DSC - A15 @ 4 credits						
VI	DSC - A16 @ 4 credits	MIC6(VOC) @ 4 credits	_____	_____	_____	_____	20
	DSC - A17 @ 4 credits						
	DSC - A18 @ 4 credits						
	DSC - A19 @ 4 credits						
Students exiting the programme will be awarded 3-year UG Degree in relevant Discipline/Subject upon securing 136 credits (136)							
VII	DSC - A20 @ 4 credits	MIC7 @ 4 credits/SEC @ 4 credits	_____	_____	_____	_____	24
	DSC - A21 @ 4 credits						
	DSC - A22 @ 4 credits						
	DSC - A23 @ 4 credits						
VIII UG (Honours)	DSC - A25 @ 4 credits	MIC8 @ 4 credits/SEC @ 4 credits	_____	_____	_____	_____	24
	DSC - A26 @ 4 credits						
	DSC - A27 @ 4 credits						
	DSC - A28 @ 4 credits						
VIII UG (Honours) with Research	DSC - A25 @ 4 credits	MIC8 @ 4 credits/SEC @ 4 credits	_____	_____	Research project @ 12 credits	_____	24
	DSC - A26 @ 4 credits						
Students exiting the programme shall be awarded 4-year UG Degree (Hons.) in relevant Discipline/Subject upon securing 184 credits. Those who wish to continue shall undergo summer Internship of 4 credits (184)							

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Semester	Discipline Specific Courses (DSC) / Major Course	Minor(MIC)/ Vocational (VOC)	Multidisciplinary courses (MDC)	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)/ Internship /Dissertation/research project	Value-Added Courses (VAC)	Total Credits
IX	DSC – A30 @ 4 credits				Internship @4 credits		20
	DSC – A31 @ 4 credits						
	DSC – A32 @ 4 credits						
	DSC – A33 @ 4 credits						
X (For Students who completed UG Honours)	DSC – A34 @ 4 credits				Research Project/ Dissertation @ 12 credits		20
	DSC – A35 @ 4 credits						
X (For Students who completed UG Honours with Research)	DSC – A27 @ 4 credits				Dissertation @ 12 credits		20
	DSC – A28 @ 4 credits						
						TOTAL CREDITS	224

#Four credits of internship earned by a student during summer internship after 2nd semester or 4th semester will be counted in 5th semester of a student who pursue 3 year UG Programmes without taking exit option. Four credits of internship earned by a student during summer internship after 8th semester will be counted in 9th semester of a student who pursue 5 year Integrated Programmes without taking exit option

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NOTE:

DSC / MC	Discipline Specific Course / Major Course: Credit of a DSC /major course could be the combination of lecture credits, tutorial credits, and practical credits.
MIC including VOC	Minor Course (MIC) with minimum 24 Credits including Vocational Course (VOC)
MDC	Multidisciplinary Course: All students must undergo introductory level multidisciplinary courses relating to Natural Sciences, Physical Sciences, Humanities, Arts & Social Sciences, Commerce & Management, Interdisciplinary Studies during first three semesters. Students are not allowed to choose or repeat courses already studied at the higher secondary level (12th class) or opted as major and minor stream under this category.
AEC	Ability Enhancement Course: Ability Enhancement (Language) courses may be designed to achieve competency in the Modern Indian Language and English, with a special emphasis on language and communication skills.
SEC	Skill Enhancement Course: Skill Enhancement Courses may be primed to impart practical skills, hands-on training, soft skills, etc., to enhance the student's employability.
Summer Internship	Internships will require 120 hours (1 credit: 30 hrs of engagement) of involvement working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities during summer vacation.
Research Project/ Dissertation	Research Project/ Dissertation for UG degree (Honors with Research)/ PG Degree will be completed in the eighth/tenth semester under the guidance of a faculty member.
VAC	All UG students must undergo at least three Value Added Courses (VAC)

DSC Major and Minor in I & II Semesters will have Foundation or Introductory level courses. DSC Major and Minor in III & IV semesters will be Intermediate Level Courses. Whereas DSC Major and Minor in V & VI shall be of higher level courses and in VII, VIII, IX & X semesters, advanced level courses will be offered.

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Table 3. Nomenclature of Degrees as per NEP-2020

Name of 5-Year Integrated Program	UG Certificate (After 1 st year)	UG Diploma (After 2 nd year)	UG Degree (After 3 rd year)	UG (Hons) (After 4 th year)	UG (Hons with Research) (After 4 th year)	PG Degree (After 5 th year)
MA (English)	UG Certificate (English)	UG Diploma (English)	BA(English)	BA(Hons) in English	BA(Hons with Research) in English	MA(English)
MA (Economics)	UG Certificate (Economics)	UG Diploma (Economics)	BA(Economics)	BA(Hons) in Economics	BA(Hons with Research) in Economics	MA(Economics)
MA (Public Administration)	UG Certificate (Public Administration)	UG Diploma (Public Administration)	BA(Public Administration)	BA(Hons) in Public Administration	BA(Hons with Research) in Public Administration	MA(Public Administration)
MA (Painting)	UG Certificate (Painting)	UG Diploma (Painting)	BA(Painting)	BA(Hons) in Painting	BA(Hons with Research) in Painting	MA(Painting)
MCom	UG Certificate (Commerce)	UG Diploma (Commerce)	BCom	BCom(Hons)	BCom(Hons)	MCom
MS(Maths)	UG Certificate (Maths)	UG Diploma (Maths)	BS(Maths)	BS(Hons) in Maths	BS(Hons with Research) in Maths	MS(Maths)
MBA	UG Certificate (Business Administration)	UG Diploma (Business Administration)	BBA	BBA(Hons)	BBA(Hons with Research)	MBA

Note: UG Certificate – Undergraduate Certificate; UG Diploma – Undergraduate Diploma; BA – Bachelor of Arts; MA – Master of Arts; BCom – Bachelor of Commerce; MCom – Master of Commerce; BS – Bachelor of Science; MS-Master of Science

Pr. Singh

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ORDINANCE FOR CCFYIP UNDER NEP 2020

4. Credit Hours for different types of courses and marks distribution

A credit is a unit by which the workload relating to a course is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks).

Required contact hours to earn credits will be as follows:

Nature of Work	Course Credits	Contact hours per week	Contact hours per semester (15 weeks)
Lecture	01	01	15
Tutorial per paper	01	01	15
Practical, Seminar, Internship, field practice/project, or community engagement, etc.	01	02	30

A course can have a combination of lecture credits, tutorial credits, and practicum credits. For example, a 4-credit course with three credits assigned for lectures and one credit for practicum shall have three 1-hour lectures per week and one 2-hour duration field-based learning/project or lab work, or workshop activities per week. In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 30 hours of practicum. Similarly, a 4-credit course with 3-credits assigned for lectures and one credit for tutorial shall have three 1-hour lectures per week and one 1-hour tutorial per week. In a semester of 15 weeks duration, a four-credit course is equivalent to 45 hours of lectures and 15 hours of tutorials.

The marks distribution according to the credit hours is 1 credit = 25 Marks

Credit	Marks
2 credit	50
3 credit	75
4 credit	100
12 credits research work	300

5.0. Course Curriculum and Syllabus:

- a. The course curriculum and syllabus of every five year integrated programme shall be developed by the concerned Board of Studies and be implemented after obtaining approval of the Academic Council.



- b. The University may evolve a system/policy about Extra Curricular Activities/ General Interest and Hobby Courses/Sports/NCC/NSS/University Outreach Programme etc., for adding them under Value Addition Courses (VAC).

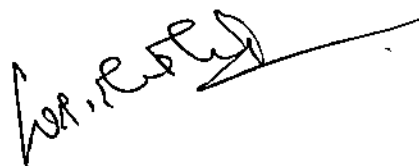
6.0. Learning assessment

A variety of assessment methods that are appropriate to a given discipline/subject area and a programme of study will be used to assess progress towards the course/programme learning outcomes. Evaluation will be based on continuous assessment, in which sessional and the terminal examinations will contribute to the final grade. Sessionals will consist of class tests, mid-semester examination(s), homework assignments, class presentations etc., as determined by the concerned BOS.

6.1. Examination and Internal Assessment

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

- a. 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.
- b. First Internal Assessment Test shall be held around the sixth week of the semester for the syllabi covered till then. Second Internal Assessment Test shall be held around the twelfth week for the syllabi covered between seventh and twelfth week. Third Internal Assessment Test, if required, may be held around the fourteenth week for the syllabi covered between seventh and fourteenth week. However, the best scores in any two sessional tests shall be counted.



- c. The Internal Assessment for theory shall consist of the following components with marks indicated against each:

Criteria		Marks out of		
		100	75	50
Attendance		5	5	5
% of attendance	Marks			
Below 65	0			
65 to < 70	2			
70 to < 75	3			
75 to < 80	4			
80 and above	5			
Assignments/Presentations/Seminars and Class Participation		5	5	-
Sessional Examination		20	15	10
Total		30	25	15

- d. The Internal Assessment for practical shall consist of the following components with marks indicated against each:

Criteria		Marks out of		
		100	75	50
Attendance		5	5	5
% of attendance	Marks			
Below 65	0			
65 to < 70	2			
70 to < 75	3			
75 to < 80	4			
80 and above	5			
Practical Assignments/ Practical File		25	20	10
Total		30	25	15

- e. 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.
- f. The HOD/Director may allow a student to repeat one sessional test within the same semester, if his/her application in this regard is considered as genuine on valid grounds.
- g. The HOD/Director shall display the internal assessment awards of each course on the notice board of the Department/Institute/Centre at least seven days before the commencement of the end semester examinations to give an opportunity to the students to make representation, if any.

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- h. The HOD/Director shall forward the internal assessment marks awarded by the concerned teacher on the basis of class test, written assignment/Presentation/Seminar etc. and attendance in the classes to the Controller of Examinations as per the following schedule: (i) The Internal Assessment/Sessional marks should be supplied by the Heads of the Departments/Directors/Principals of the Colleges invariably within 30 days after the commencement of the examination. (ii) Thereafter, a late fee @ Rs.100/ per student per subject shall be levied upon the Department/ College/ Institute upto 10 days from the expiry of 30 days of the commencement of the examinations. This penalty/late fee shall not be charged from the student by the Department/College/Institute. (iii) If still, internal assessment/sessional marks are not supplied by the Department/College/institute, then the result of the candidate(s) shall be declared by proportionating the marks of concerned theory/practical paper in which he/she has been declared as pass. Marks of candidates having reappear shall not be proportionate in this case.
- i. The end semester examination for the odd semesters shall ordinarily be held in the month of December/January and for the even semesters in the month of May/June on such dates as may be notified by the Controller of Examinations.
- j. The examination schedule containing the dates of receipt of examination forms with and without late fee, shall be notified by the Controller of Examinations from time to time.
- k. Students failing in one or more courses of end semester examinations will be entitled to clear them during the regular semester examinations of courses to be held in subsequent years.
- l. The examination fee to be paid by the candidate for each semester shall be prescribed by the University from time to time.
- m. Every student shall be examined in the courses as prescribed in the syllabus and scheme of examination approved by the Academic Council from time to time. The fail/re-appear candidates will appear in the exam as per the syllabus applicable to regular students at that time.
- n. The HOD/Director shall preserve the records pertaining to internal assessment awards for verification, if needed, by the University up to three months from the date of declaration of the semester examination results.



ORDINANCE FOR CCFYIP UNDER NEP 2020

- o. The candidate shall be allowed to appear in the examination if he/she fulfils the following requirements: -
- i. Bears a good character
 - ii. Has been on the rolls of the Department/College/Institution during the semester.
 - iii. Has attended not less than 65% of lectures delivered in theory as well as practicals. Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Department/Principal of the College/institute on the following grounds: (i) Self-illness; (ii) Illness/death of parents, brother, sister or any other close family member; (iii) Any other reason beyond the control of the student to the satisfaction of the HOD/Director.
- p. The minimum percentage of marks to pass the examination in each semester shall be 40% in each course/paper.
- q. The grace marks will be allowed as per University rules.
- r. The gold medal will be awarded to the topper candidate only after the completion of program (10th semester) on the basis of CGPA in First attempt.
- s. The candidate who has passed the theory papers and practical/lab course of semester I to VII/IX examinations and has worked for dissertation/research project in semester VIII/X shall submit the dissertation/research project not later than 15th June of the year concerned. At the time of submission of dissertation/research project, a candidate shall produce a certificate from the supervisor that he has worked for dissertation/research project for at least one semester. In case of late submission i.e. after 15th June, the HOD/Director/Controller of Examinations/Vice-Chancellor shall have the power to grant extension of date of submission or condone the delay in receipt of a thesis/dissertation/research project/project report, for an examination, other than Ph.D. as under:-

Duration	Powers vested in	Late fee as prescribed from time to time (Rupees)
Up to one month	HOD/Director	2000
Beyond one month and up to two months	COE	3000
Beyond two months and up to three months	Vice-Chancellor	5000

Late fee as prescribed in each case will be chargeable.

Dr. R. S. Singh

Provided that if a candidate fails to submit the dissertation/research project etc. even during the extended period of three months i.e. 15th September, he/she shall be considered absent in the dissertation/research project/paper and his/her result will be declared accordingly.

- t. **Publication of Dissertation/Research Project:-** The request of the student interested in publication of his/her dissertation/research project shall be considered by a Committee comprising Dean of the Faculty (Chairman), HOD/Director and concerned Supervisor. In case, the Dean of the Faculty and HOD/Director are same, the Vice-Chancellor may nominate some other senior Faculty member from the concerned Faculty. The recommendations of the committee shall be referred to the Vice-Chancellor for consideration and approval. No financial aid shall be given by the University for the Publication of the dissertation/research project. The examiner evaluating the Dissertation/research project shall while awarding marks be also required to indicate whether the Dissertation/research project is fit for publication. The Committee while considering such request shall also keep in view the recommendations made by the examiner.
- u. **Letter Grades and Grade Points:** The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the programme of study. The HEIs may also mention marks obtained in each course and a weighted average of marks based on marks obtained in all the semesters taken together for the benefit of students.

Marks (%)	Letter Grade	Grade Point
> 90	O(outstanding)	10
> 75 to 90	A+(Excellent)	9
> 65 to 75	A(Very good)	8
> 55 to 65	B+(Good)	7
> 50 to 55	B(Above average)	6
> 40 to 50	C(Average)	5
40	P (Pass)	4
Less than 40	F(Fail)	0
	Ab(Absent)	0

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v. Computation of SGPA and CGPA

The SGPA is the ratio of the 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 the sum of the number of credits of all the courses undergone by a student, i.e.

SGPA (Si) = Σ(Ci x Gi) / ΣCi

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course.

Example for Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade point	Credit Point (Credit x Grade)
I	Course 1	3	A	8	3X8= 24
I	Course 2	4	B+	7	4X7= 28
I	Course 3	3	B	6	3X6= 18
I	Course 4	3	O	10	3X 10 =30
I	Course 5	3	C	5	3X5= 15
I	Course 6	4	B	6	4X6= 24
		20			139
SGPA					139/20=6.95

The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student in all the semesters of a programme, i.e.

CGPA = Σ(Ci x Si) / Σ Ci

where Si is the SGPA of the ith semester and Ci is the total number of credits in that semester.

Example for Computation of CGPA

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit:21 SGPA:6.9	Credit:22 SGPA:7.8	Credit:25 SGPA:5.6	Credit:26 SGPA:6.0	Credit:26 SGPA:6.3	Credit:25 SGPA:8.0
CGPA=6.73(21 x6.9+22x7.8+25x5.6+26 x6.0+26x6.3+25 x8.0)/145					

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Conversion of CGPA into Percentage: The CGPA to percentage conversion is as simple as multiplying the candidates CGPA by 9.5

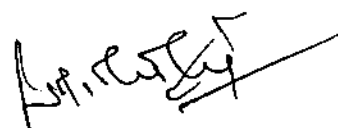
% of Marks = CGPA x 9.5

6.2. Setting of Question Papers and Evaluation

- a. 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) out of the Panel of Examiners recommended by the Board of Studies of the Department concerned on the basis of their expertise/ specialization/area of interest.
- b. In case of External Examiner, the question paper setting may be given to a teacher having minimum five years of continuous teaching experience at relevant level i.e. UG/PG.
- c. In the case of the practical examination of the courses, the assessment shall be jointly undertaken by the internal and external examiners. The External examiners shall be invited from amongst the panel of examiners recommended by the concerned Board of Studies. In case of unavailability of external examiners due to unavoidable circumstances, the Controller of Examinations may allow the conduct of practical examination by the Internal examiners so that the conduct of examination and declaration of results is not delayed.
- d. In case of the Project reports/Dissertation/Research Project, 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) recommended by the concerned Board of Studies.
- e. The pattern of Question Papers for End-Semester theory examinations shall be as under:

Question 1: Answer to Question no. 1 shall be compulsory	Short answer type questions from all units
Question 2	Two questions from Unit-I and the student should answer one question
Question 3	Two questions from Unit-II and the student should answer one question
Question 4	Two questions from Unit-III and the student should answer one question
Question 5	Two questions from Unit-IV and the student should answer one question

All the questions shall carry equal marks



6.3. Improvement of Grades: For improvement of grades, 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 Detailed Marks Certificate or the copy of the result sheet and the prescribed fee, as revised from time to time.

- i. After passing each semester examination, a candidate will be allowed to appear for improvement of result in one or more theory papers only once within the period prescribed for completion of the Program (i.e.) within 7 years from the academic session of admission. Only improved marks (higher score) will be taken into account.
- ii. A student improving the Division/grade shall not be considered for award of Gold Medal/Rank Certificate.

7.0. Removal of the Name of a Student from the Programme: .

- a. The name of a student remaining absent for 15 consecutive days (excluding Sunday/Holiday) after the start or during the academic session without any notice shall be struck off from the rolls of the Department/ Institute. A fine of Rs.20/- per lecture/day shall be charged on account of remaining absent from the classes.
- b. Re-admission may be allowed on payment of Rs.2000/- alongwith required fine within 15 days with the permission of the Dean Academic Affairs. If a student fails to report within this time limit, the seat will be declared vacant and will be filled according to University rules. In respect of an applicant seeking re-admission, his/her previous record shall be carefully scrutinized and the decision of the Dean Academic Affairs in this regard shall be final.
- c. Re-admission may be allowed by the Dean Academic Affairs only once on the recommendations of the concerned HOD/Director on payment of prescribed re-admission fee and fine as applicable. However, while giving his/her specific recommendations, the concerned Head of the Department/Director must ensure that the student will fulfill the minimum requirement of attendance for appearing in the examinations as per Ordinance.
- d. A student, who had been detained in semester end examination on account of shortage of attendance, will not be promoted to the next semester till he/she completes the requirements as mentioned (a) and (b) below in the preceding semester:



(a) he/she seeks re-admission within the prescribed date in the relevant semester in the next academic session.

(b) his/her conduct has been satisfactory; and he/she shows sufficient cause to the satisfaction for not having put in the requisite percentage of attendance.

(c). However, such students will have to pay fee being charged for that semester. If such a student had been detained in 1st semester of a program, he/she may be readmitted next year without competing with the other students seeking admission to the 1st semester. Supernumerary seat(s) be created for readmitting such student(s) in the corresponding semester.

8.0 Mobility Options and Credit Transfer through Academic Bank of Credits (ABC):

- a. Each student shall have to register on Academic Bank of Credits (ABC) portal for creation of the unique ABC ID to avail multiple entry and multiple exit options and mobility across various disciplines and Higher Education Institutes.
- b. Credits earned and deposited with Academic Bank of Credits (ABC) shall be valid for the purpose of redemption to a Certificate/Diploma/Degree, for varying duration as specified in the Ordinance subject to a maximum duration of 7 years.
- c. Provided that once any credit is redeemed for the award of a degree, diploma or certificate, such credit shall be irrevocably debited from the student's Academic Bank Account and cannot be reused for the award of any other formal academic qualifications.
- d. Students may customize or design their own degrees utilizing courses offered by one or more Higher Education Institutes registered with Academic Bank of Credits;
- e. Provided further that, the student shall be required to earn at least 50 % credit in the DSC/Major subject area necessary for the award of the degree, diploma or certificate as specified by the university in which the student is enrolled.
- f. A student can take the courses of any other university subject to equivalence of the DSC/Major courses and availability of seats, adopting due administrative process and formal consent of the University/Universities through the Equivalence Committee(s).
- g. The flexibility and mobility option doesn't entitle a student to be exempted or relaxed from any of the requisites (sessional tests, attendance, assignments, end-semester examinations, programme duration etc.) for the completion of the programme.

- h. The mobility option should not be interpreted as inter-university migration unless approved by both the Universities.

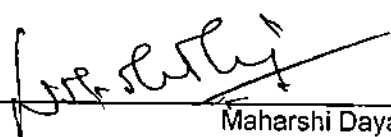
Note: The University may allow up to 40% of the total courses being offered in a particular program in a Semester through the online learning courses offered through SWAYAM platform or any other platform specified by UGC, subject to the following conditions: (a) The course contents are alike, to be decided by the concerned Board of Studies; (b) The courses are not offered in the University/College; (c) There is non-availability of suitable teaching staff to run the course in the University/College. The University shall give the equivalent credit weightage to the student for the credits earned vide online learning credit courses through SWAYAM platform or any other platform in accordance with the provisions made under the respective schemes, as amended from time to time; subject to compatibility of course content & assessment process with the prior approval of the respective Board of Studies.

9.0. Miscellaneous

- a. The University shall provide the facility of Academic Bank of Credits in consonance with UGC (Establishment and Operationalization of Academic Bank of Credits (ABC) Scheme in Higher Education) Regulations, 2021, as amended from time to time.
- b. In addition to the provisions contained in this Ordinance, the Academic programmes governed by a Regulatory Authority shall also comply with essential requirements as prescribed by the respective Regulatory Authority.
- c. Relevant provisions regarding multiple entry-multiple exit options, academic bank of credits etc. shall be applicable in accordance with the University Ordinance(s)/relevant UGC Regulations, as amended from time to time.
- d. The student who leaves the program after completion of odd semester, he/she may be allowed to take readmission in the next academic session in the corresponding even semester by creating supernumerary seat(s) by the concerned department.

10.0. Power to remove Difficulties:

If any difficulty arises in giving effect to the provisions of this Ordinance, the Vice Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty, however subject to ratification of such order by the Statutory bodies of the University.



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~~Annexure - A/198~~
SCHEME OF EXAMINATIONS

Bachelor of Arts (B.A.)
(Three Years Program)
2023-24
FIRST YEAR
First Semester

Appendix - c/38

NOTE: Students will have to choose any two subjects by selecting one from each group. The subject once opted will not be changed in subsequent semester(s).

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Exam Time
Compulsory Subjects					
BA1001-IOM	English-I	80	20	100	3 Hours
BA1002-IOM	Hindi-I	80	20	100	3 Hours
Elective Subjects					
Group I					
BA1003-IOM	History of India (Earlier to 1200 AD)	80	20	100	3 Hours
BA1004-IOM	Micro Economics	80	20	100	3 Hours
BA1005-IOM	Elements of Public Administration - I	80	20	100	3 Hours
Group II					
BA1006-IOM	Political Theory - I	80	20	100	3 Hours
BA1007-IOM	Algebra	27	80	100	3 Hours
	Calculus	27			3 Hours
	Solid Geometry	26			3 Hours
BA1008-IOM	Sanskrit-I	80	20	100	3 Hours
Qualifying Subject					
BA1009-IOM	Environmental Studies*	80	20	100	3 Hours

Important Note: * The Environmental Studies is a qualifying paper of all UG Courses i.e. B.A. & B.Com. Students are required to qualify the same, otherwise final result will not be declared and degree will not be awarded.

Second Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Exam Time
BA2001-IIOM	English - II	80	20	100	3 Hours
BA2002-IIOM	Hindi - II	80	20	100	3 Hours
Group I					
BA2003-IIOM	History of India (1200 AD to 1526 AD)	80	20	100	3 Hours
BA2004-IIOM	Indian Economic Problems	80	20	100	3 Hours
BA2005-IIOM	Elements of Public Administration - II	80	20	100	3 Hours
Group II					
BA2006-IIOM	Political Theory - II	80	20	100	3 Hours
BA2007-IIOM	Algebra and Trigonometry	27	80	100	3 Hours
	Ordinary Differential Equations	27			3 Hours
	Vector Calculus	26			3 Hours
BA2008-IIOM	Sanskrit - II	80	20	100	3 Hours

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 2024-25
 SECOND YEAR
 Third Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Exam Time
BA3001-IIIOM	English - III	80	20	100	3 Hours
BA3002-IIIOM	Hindi - III	80	20	100	3 Hours
Group I					
BA3003-IIIOM	History of India (C.A.D. 1526 to 1707 AD)	80	20	100	3 Hours
BA3004-IIIOM	Macro Economics - I	80	20	100	3 Hours
BA3005-IIIOM	Bhartiya Parshashan - I	80	20	100	3 Hours
Group II					
BA3006-IIIOM	Bhartiya Sarkar And Rajniti - I	80	20	100	3 Hours
BA3007-IIIOM	Advanced Calculus - I	77	80	100	3 Hours
	Partial Differential Equations - I	27			3 Hours
	Mechanics - I	26			3 Hours
BA3008-IIIOM	Sanskrit - III	80	20	100	3 Hours

Fourth Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Exam Time
BA4001-IVOM	English-IV	80	20	100	3 Hours
BA4002-IVOM	Hindi-IV	80	20	100	3 Hours
Group I					
BA4003-IVOM	History of India (1707 AD to 1947)	80	20	100	3 Hours
BA4004-IVOM	Macro Economics - II	80	20	100	3 Hours
BA4005-IVOM	Bhartiya Parshashan - II	80	20	100	3 Hours
Group II					
BA4006-IVOM	Bhartiya Sarkar And Rajniti - II	80	20	100	3 Hours
BA4007-IVOM	Advanced Calculus - II	27	80	100	3 Hours
	Partial Differential Equations - II	27			3 Hours
	Mechanics - II	26			3 Hours
BA4008-IVOM	Sanskrit - IV	80	20	100	3 Hours

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2025-26
THIRD YEAR
Fifth Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Exam Time
BA5001-VOM	English - V	80	20	100	3 Hours
BA5002-VOM	Hindi - V	80	20	100	3 Hours
Group I					
BA5003-VOM	History of Modern World	80	20	100	3 Hours
BA5004-VOM	Development and Environmental Economics	80	20	100	3 Hours
BA5005-VOM	Public Administration Local Govt. and Administration in India - I	80	20	100	3 Hours
Group II					
BA5006-VOM	Political Science Comparative Govt. and Politics - I	80	20	100	3 Hours
BA5007-VOM	Real Analysis - I	27	80	20	100
	Groups and Rings	27			3 Hours
	Programming in C (Theory)	26			3 Hours
BA5008-VOM	Sanskrit - V	80	20	100	3 Hours

Sixth Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Exam Time
BA6001-VIOM	English-VI	80	20	100	3 Hours
BA6002-VIOM	Hindi-VI	80	20	100	3 Hours
Group I					
BA6003-VIOM	History of Twentieth Century World.	80	20	100	3 Hours
BA6004-VIOM	International Economics	80	20	100	3 Hours
BA6005-VIOM	Public Administration Local Govt. and Administration in India - II	80	20	100	3 Hours
Group II					
BA6006-VIOM	Political Science Comparative Govt. and Politics - II	80	20	100	3 Hours
BA6007-VIOM	Real Analysis - II	27	80	20	100
	Linear Algebra	27			3 Hours
	Numerical Analysis	26			3 Hours
BA6008-VIOM	Sanskrit - VI	80	20	100	3 Hours

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Master of Arts (History)
Two Years Program
2023-24
FIRST YEAR
First Semester

8.2.24

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23HIS21C1OM	Ancient Societies-I	80	20	100	5	3 Hours
23HIS21C2OM	Medieval Societies (India)	80	20	100	5	3 Hours
23HIS21C3OM	Modern World : Socio-Economic Trends	80	20	100	5	3 Hours
23HIS21C4OM	History of Haryana (ET. to Sultanate) -I	80	20	100	5	3 Hours
23HIS21C5OM	State in India (ET. to Sultanate)-I	80	20	100	5	3 Hours
23HIS21D1OM	Science & Tech. in Pre-Colonial India	80	20	100	5	3 Hours

Second Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23HIS22C1OM	Ancient Societies-II	80	20	100	5	3 Hours
23HIS22C2OM	Medieval Societies (Islamic & Europe)	80	20	100	5	3 Hours
23HIS22C3OM	Modern World : Political Trends	80	20	100	5	3 Hours
23HIS22D1OM	History of Haryana (Mughal to 1947)	80	20	100	5	3 Hours
23HIS22D2OM	State in India (Mughal to Modern Times)-II	80	20	100	5	3 Hours
20GENF1OM	Moral Education	40	10	50	2	2 Hours
20JRMO1OM	Media & Society	80	20	100	3	3 Hours

2024-25
SECOND YEAR
Third Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24HIS23C1OM	Historiography: Concepts, Methods & Tools-I	80	20	100	5	3 Hours
24HIS23GD1OM	Pol. Hist. of India (1757-1947)-I	80	20	100	5	3 Hours
24HIS23GD2OM	Indian National Movement (1885-1919)-I	80	20	100	5	3 Hours
24HIS23GD3OM	Society & Culture of India (1757-1947)-I	80	20	100	5	3 Hours
24HIS23GD4OM	Economic Hist. of India (1757-1947)-I	80	20	100	5	3 Hours
21ENVO2OM	Disaster Management	80	20	100	3	3 Hours

Fourth Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24HIS24C1OM	Historiography: Concepts, Methods & Tools-II	80	20	100	5	3 Hours
24HIS24GD1OM	Pol. Hist. of India (1757-1947)-II	80	20	100	5	3 Hours
24HIS24GD2OM	Indian National Movement (1920-1947)-II	80	20	100	5	3 Hours
24HIS24GD3OM	Society & Culture of India (1757-1947)-II	80	20	100	5	3 Hours
24HIS24GD4OM	Economic Hist. of India (1757-1947)-II	80	20	100	5	3 Hours

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Master of Arts (Political Science)

Two Years Program

2023-24

FIRST YEAR

First Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23POL21C1OM	Western Political Thought-I	80	20	100	5	3 Hours
23POL21C2OM	Indian Govt. & Politics-I	80	20	100	5	3 Hours
23POL21C3OM	International Politics-I	80	20	100	4	3 Hours
23POL21C4OM	Public Administration-I	80	20	100	4	3 Hours
23POL21C5OM	Research Methodology-I	80	20	100	4	3 Hours

Second Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23POL22C6OM	Western Political Thought-II	80	20	100	5	3 Hours
23POL22C7OM	Indian Govt. & Politics-II	80	20	100	4	3 Hours
23POL22C8OM	International Politics-II	80	20	100	4	3 Hours
23POL22C9OM	Public Administration-II	80	20	100	4	3 Hours
23POL22C10OM	Research Methodology-II	80	20	100	5	3 Hours
20GENF1OM	Moral Education	40	10	50	2	2 Hours
20JRMO1OM	Media & Society	80	20	100	3	3 Hours

2024-25

SECOND YEAR

Third Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24POL23C11OM	Contemporary Political Thought & Theory- I	80	20	100	5	3 Hours
24POL23C12OM	Comparative Politics & Political Analysis - I	80	20	100	5	3 Hours
24POL23DA1OM	International Law- I	80	20	100	4	3 Hours
24POL23DB2OM	Theory & Practice of Diplomacy-I	80	20	100	4	3 Hours
24POL23DC3OM	Foreign Policy of India-I	80	20	100	4	3 Hours
21ENVO2OM	Disaster Management	80	20	100	3	3 Hours

Fourth Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24POL24C13OM	Contemporary Political Thought & Theory-II	80	20	100	5	3 Hours
24POL24C14OM	Comparative Politics & Political Analysis-II	80	20	100	5	3 Hours
24POL24DA1OM	International Law-II	80	20	100	4	3 Hours
24POL24DB2OM	Theory & Practice of Diplomacy - II	80	20	100	4	3 Hours
24POL24DC3OM	Foreign Policy of India-II	80	20	100	4	3 Hours

Master of Arts (Hindi)
Two Years Program
2023-24

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FIRST YEAR
First Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23HND21C1OM	आधुनिक हिंदी कविता-I	80	20	100	4	3 Hours
23HND21C2OM	आधुनिक गद्य साहित्य-I	80	20	100	4	3 Hours
23HND21C3OM	हिंदी साहित्य का इतिहास-I	80	20	100	4	3 Hours
23HND21C4OM	भाषा विज्ञान एवं हिन्दी भाषा-I	80	20	100	4	3 Hours
23HND21D1OM	विशेष रचनाकार कबीरदास-I	80	20	100	4	3 Hours

Second Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23HND22C1OM	आधुनिक हिंदी कविता-II	80	20	100	4	3 Hours
23HND22C2OM	आधुनिक गद्य साहित्य-II	80	20	100	4	3 Hours
23HND22C3OM	हिंदी साहित्य का इतिहास-II (आधुनिक काल)	80	20	100	4	3 Hours
23HND22C4OM	भाषा विज्ञान एवं हिन्दी भाषा-II	80	20	100	4	3 Hours
23HND22D1OM	विशेष रचनाकार कबीरदास-II	80	20	100	4	3 Hours
20GENF1OM	Moral Education	40	10	50	2	2 Hours
20JRM01OM	Media & Society	80	20	100	3	3 Hours

2024-25

SECOND YEAR
Third Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24HND23C1OM	प्राचीन एवं मध्यकालीन काव्य-I	80	20	100	4	3 Hours
24HND23C2OM	भारतीय काव्यशास्त्र-I	80	20	100	4	3 Hours
24HND23C3OM	भारतीय साहित्य-I	80	20	100	4	3 Hours
24HND23DA1OM	प्रयोजनमूलक हिंदी-I	80	20	100	4	3 Hours
24HND23DB2OM	विशेष रचनाकार प्रेमचंद-I	80	20	100	4	3 Hours
21ENVO2OM	Disaster Management	80	20	100	3	3 Hours

Fourth Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24HND24C1OM	प्राचीन एवं मध्यकालीन काव्य-II	80	20	100	4	3 Hours
24HND24C2OM	पश्चात्य काव्यशास्त्र-II	80	20	100	4	3 Hours
24HND24C3OM	भारतीय साहित्य-II	80	20	100	4	3 Hours
24HND24DA1OM	प्रयोजनमूलक हिंदी-II	80	20	100	4	3 Hours
24HND24DB2OM	विशेष रचनाकार प्रेमचंद-II	80	20	100	4	3 Hours

SCHEME OF EXAMINATION - 481 -

Master of Arts (Economics)

Two Years Program 820

2023-24

FIRST YEAR

First Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23ECO21C1OM	Micro Economics-I	80	20	100	5	3 Hours
23ECO21C2OM	Macro Economics-I	80	20	100	5	3 Hours
23ECO21C3OM	Economics of Growth and Development-I	80	20	100	5	3 Hours
23ECO21C4OM	Mathematics for Economists-I	80	20	100	5	3 Hours
23ECO21C5OM	Statistical Methods-I	80	20	100	5	3 Hours

Second Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23ECO22C1OM	Micro Economics-II	80	20	100	5	3 Hours
23ECO22C2OM	Macro Economics-II	80	20	100	5	3 Hours
23ECO22C3OM	Economics of Growth and Development-II	80	20	100	5	3 Hours
23ECO22C4OM	Mathematics for Economists-II	80	20	100	5	3 Hours
23ECO22C5OM	Statistical Methods-II	80	20	100	5	3 Hours
20GENF1OM	Moral Education	40	10	50	2	2 Hours
20JRMO1OM	Media & Society	80	20	100	3	3 Hours

2024-25

SECOND YEAR

Third Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24ECO23C1OM	Indian Economy-I	80	20	100	5	3 Hours
24ECO23C2OM	International Trade & Finance-I	80	20	100	5	3 Hours
24ECO23D1OM	Agriculture Economics-I	80	20	100	5	3 Hours
24ECO23D2OM	Mathematical Economics-I	80	20	100	5	3 Hours
24ECO23D5OM	Public Economics-I	80	20	100	5	3 Hours
21ENVO2OM	Disaster Management	80	20	100	3	3 Hours

Fourth Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24ECO24C1OM	Indian Economy-II	80	20	100	5	3 Hours
24ECO24C2OM	International Trade & Finance-II	80	20	100	5	3 Hours
24ECO24D1OM	Agriculture Economics-II	80	20	100	5	3 Hours
24ECO24D2OM	Mathematical Economics-II	80	20	100	5	3 Hours
24ECO24D5OM	Public Economics-II	80	20	100	5	3 Hours

SCHEME OF EXAMINATION
Master of Arts (Public Administration)
Two Years Program
2023-24
FIRST YEAR
First Semester

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Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23PUB21C1OM	Administrative Theory - I	80	20	100	5	3 Hours
23PUB21C2 OM	Administrative Thought - I	80	20	100	5	3 Hours
23PUB21C3 OM	Indian Administration	80	20	100	4	3 Hours
23PUB21C4 OM	Comparative Public Administration - I	80	20	100	4	3 Hours
23PUB21C5 OM	Financial Administration - I	80	20	100	4	3 Hours

Second Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
23PUB22C1OM	Administrative Theory - II	80	20	100	5	3 Hours
23PUB22C2OM	Administrative Thought - II	80	20	100	5	3 Hours
23PUB22C3OM	State Administration	80	20	100	4	3 Hours
23PUB22C4OM	Comparative Public Administration - II	80	20	100	4	3 Hours
23PUB22C5OM	Financial Administration - II	80	20	100	4	3 Hours
20GENF1OM	Moral Education	40	10	50	2	2 Hours
20JRM01OM	Media & Society	80	20	100	3	3 Hours

2024-25

SECOND YEAR

Third Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24PUB23C1OM	Development Administration-I	80	20	100	5	3 Hours
24PUB23C2OM	Research Methodology-I	80	20	100	5	3 Hours
24PUB23DA1OM	Human Resource Development-I	80	20	100	4	3 Hours
24PUB23DB1OM	Social Welfare Administration-I	80	20	100	4	3 Hours
24PUB23DC1OM	Labour Welfare Administration-I	80	20	100	4	3 Hours
21ENVO2 OM	Disaster Management	80	20	100	3	3 Hours

Fourth Semester

Paper Code	Nomenclature	Term End Examination (Theory)	Assignment	Total Marks	Credit	Exam Time
24PUB24C1OM	Development Administration-II	80	20	100	5	3 Hours
24PUB24C2OM	Research Methodology-II	80	20	100	5	3 Hours
24PUB24DA1OM	Human Resource Development-II	80	20	100	4	3 Hours
24PUB24DB1OM	Social Welfare Administration-II	80	20	100	4	3 Hours
24PUB24DC1OM	Labour Welfare Administration-II	80	20	100	4	3 Hours

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Appendix - C/39

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO REVISIT THE EXISTING CERTIFICATE, DIPLOMA AND PG DIPLOMA PROGRAMS AND REDESIGNED TO MAKE THEM IN LINE WITH NEP - 2020 HELD ON 13.09.2023 & 25.09.2023 at 11:30 AM IN THE OFFICE OF ADVISOR TO VICE-CHANCELLOR.

Following members were present:

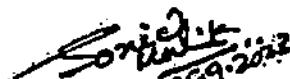
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|--|-----------------|
| 1. Prof. Ajay K. Rajan, DIRECTOR CCDD | Convener |
| 2. Prof. Surendra Kumar, DAA | Member |
| 3. Prof. Sonia Malik, Director, CRSIS&EC | Member |
| 4. Prof. Narasimhan B, Director, IQAC | Member |
| 5. Prof. Rahul Rishi, Dy. Director, CCDD | Member |
| 6. Prof. Sandeep Malik, Dy. Director; CCDD | Special Invitee |

The committee deliberated over the existing structure of Certificate, Diploma and PG Diploma programs to make them in line with NEP - 2020. After deliberations, the committee has prepared the Curriculum And Credit Framework For Employability Enhancement Certificate Courses And Post Graduate Diploma Programs which is placed at Flag "Y".

The meeting ended with a vote of thanks to the Chair.


(Ajay K. Rajan)


(Surendra Kumar)


(Sonia Malik) 25.9.2023


(Narasimhan B) 25/9/23


(Rahul Rishi)


(Sandeep Malik)

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**CURRICULUM AND CREDIT
FRAMEWORK FOR EMPLOYABILITY
ENHANCEMENT CERTIFICATE
COURSES AND POST GRADUATE
DIPLOMA PROGRAMS**



MAHARSHI DAYANAND UNIVERSITY

ROHTAK (HARYANA)

Prof. R. P. Singh
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31/7/2022

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**CURRICULUM AND CREDIT FRAMEWORK FOR EMPLOYABILITY ENHANCEMENT
CERTIFICATE COURSES AND POST GRADUATE DIPLOMA PROGRAMS**

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A curriculum framework provides guiding principles, structure and elements of development of curricula by which syllabi and teaching-learning and assessment methods can be developed by relevant departments/Board of Studies.

This curriculum framework focuses on two distinct courses/programs:

1. Certificate courses, having short duration and flexibility, enable students to improve their knowledge, skills and competencies in the domain of employment, enhancement, value addition, and life and soft skills. They can assist students in showcasing their knowledge and abilities to a prospective employer, help them become eligible for more scholarships, or simply provide them with something to display on their coffee table.
2. Post Graduate Diploma programs are aimed to address the emerging areas of knowledge having innovative and interdisciplinary nature which may subsequently be developed into full-fledged master degree programs in accordance with NEP - '2020 guidelines.

Benefits of Certificate course/Diploma program

1. Knowledge and Skills

Certification courses impart specialised knowledge and skill set required to successfully complete a job.

2. Professional Competency

When a learner successfully completes a course/program pertaining to his field of work, they become more efficient at their work. Therefore, more people trust them with more complex work, enhancing their professional competency.

3. Value addition and competitive edge

These courses increase the chances of promotion or rise at current organisation while opening up new job opportunities. This makes it a win-win option for all graduates as well as working professionals to upskill themselves. These courses give a student competitive advantage over others as it facilitates learning of new things and advance the learners professional growth

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25/9/22

**CURRICULUM AND CREDIT FRAMEWORK FOR EMPLOYABILITY ENHANCEMENT
CERTIFICATE COURSES AND POST GRADUATE DIPLOMA PROGRAMS**

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1.0. Definition of keywords

Course:

Course refers to a paper having specified credits which is a component of a program in a discipline/subject. The course defines the learning objectives and learning outcomes. A course may be designed comprising credits for lectures/tutorials/laboratory work/field work/outreach activities/project work/Internship/vocational training etc. or combination thereof.

Credit:

Credit is the weightage given to each course of study. It is the numerical value assigned to a course according to the relative importance of the contents and the contact hours required to teach the prescribed syllabi of the program.

Discipline Specific Course (DSC):

Discipline specific course is the discipline or subject of main focus in which the degree will be awarded. Students should secure the prescribed number of credits (at least 50% of total credits) through Discipline Specific Course in the discipline.

Skill Enhancement Course (SEC):

Skill Enhancement Course aims to promote skills pertaining to a particular field of study, impart practical skills, hands-on training, soft skills, etc., in order to enhance the student's employability.

Internship:

Internship is a course to develop a professional ability through an appropriate learning. The duration of Internship is of 120 hours during summer vacation.

Semester/Academic Year

A semester comprises 90 working days and an academic year is divided into two semesters.

Academic Bank of Credit (ABC)

Academic Bank of credit is an academic service mechanism to facilitate students to become its academic account holders, thereby paving the way for seamless student mobility between or within degree-granting Higher Educational Institutions through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching-learning. ABC will digitally store the academic credits earned by students from HEIs registered with ABC for awarding degrees / diplomas / certificates taking into account credits earned by students.

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**CURRICULUM AND CREDIT FRAMEWORK FOR EMPLOYABILITY ENHANCEMENT
CERTIFICATE COURSES AND POST GRADUATE DIPLOMA PROGRAMS**

Credit Point

It is the product of the grade point and the number of credits for a course.

Grade Point

It is a numerical weight allotted to each letter grade on a 10-point scale.

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.

Semester Grade Point Average (SGPA)

The SGPA is the 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.

Cumulative Grade Point Average (CGPA)

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.

2.0. Program Scope and Eligibility

2.1 Employability Enhancement Certificate Courses

These certificate courses shall be of short duration having 2 or 3 or 4 credits. These can be of two types:

1. Employment Enhancement Certificate Courses
2. Value Addition Certificate Courses

These certificate courses focus on employment enhancement/improving life skills/experiential learning/community engagement.

A person who has passed 10+2 examination from Haryana Board of School Education or any other examination recognized by the M.D. University, Rohtak as equivalent thereto shall be eligible for admission to these courses.

2.2 Post Graduate Diploma Programs

These programs shall meet the credit requirement of Level 6 qualifications as per NHEQF guidelines. Such innovative PG Diploma programs shall be designed in emerging areas of academic knowledge and can be interdisciplinary in nature. The graduates of these diploma programs can be provided lateral entry into the existing master level programs as per NEP - 2020 provisions, provided that they meet the other requirements of relevant Master Degree

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**CURRICULUM AND CREDIT FRAMEWORK FOR EMPLOYABILITY ENHANCEMENT
CERTIFICATE COURSES AND POST GRADUATE DIPLOMA PROGRAMS**

the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems.

Credit hours for different types of courses and marks distribution

A credit is a unit by which the workload relating to a course is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks).

Required contact hours to earn credits will be as follows:

Nature of Work	Course Credits	Contact hours per week	Contact hours per semester (15 weeks)
Lecture	01	01	15
Tutorial per paper	01	01	15
Practical, Seminar, Internship, or community engagement, etc.	01	02	30

A course can have a combination of lecture credits, tutorial credits, and practicum credits. For example, a 4-credit course with three credits assigned for lectures and one credit for practicum shall have three 1-hour lectures per week and one 2-hour duration field-based learning/project or lab work, or workshop activities per week. In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 30 hours of practicum. Similarly, a 4-credit course with 3-credits assigned for lectures and one credit for tutorial shall have three 1-hour lectures per week and one 1-hour tutorial per week. In a semester of 15 weeks duration, a four-credit course is equivalent to 45 hours of lectures and 15 hours of tutorials.

The Department should focus more on practical/experiential learning/activity based learning while preparing syllabus for these courses and Diploma Programs.

The marks distribution according to the credit hours is 1 credit = 25 Marks

Credit	Marks
2 credit	50
3 credit	75
4 credit	100

Ap. R.P.S.
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**CURRICULUM AND CREDIT FRAMEWORK FOR EMPLOYABILITY ENHANCEMENT
CERTIFICATE COURSES AND POST GRADUATE DIPLOMA PROGRAMS**

3.1 Employability Enhancement Certificate Courses

These certificate courses shall be of short duration having 2 or 3 or 4 credits. Below is an example of distribution of 4 credits in L/T/P:

L (Lectures)	T (Tutorials)	P (Practical)	Internal Marks	External Marks
4	0	0	30 (Theory)	70 (Theory)
3	1	0	30 (Theory)	70 (Theory)
2	2	0	30 (Theory)	70 (Theory)
3	0	1	25 (Theory) 5 (Practical)	50 (Theory) 20 (Practical)
2	0	2	15 (Theory) 15 (Practical)	35 (Theory) 35 (Practical)
1	0	3	5 (Theory) 25 (Practical)	20 (Theory) 50 (Practical)
0	0	4	30 (Practical)	70 (Practical)

3.2 Structure of PG Diploma Program

Semester	Discipline Specific Courses (DSC)	Skill/Enhancement Courses (SEG)/ Internship	Value Added Courses (VAC)	Total Credits
I	DSC 1 @ 4 credits	SEG1 @4 credits	VAC1 @2 credits	22
	DSC 2 @ 4 credits			
	DSC 3 @ 4 credits			
	DSC 4 @ 4 credits			
II	DSC 5 @ 4 credits	Internship @4 credits	VAC2 @2 credits	22
	DSC 6 @ 4 credits			
	DSC 7 @ 4 credits			
	DSC 8 @ 4 credits			
				44

*DSC in I & II semesters shall be of advanced level courses

3.3 Awarding Certificate and PG Diploma

Employment Enhancement Certificate / Value Addition Certificate Courses: Students who complete 2 or 3 or 4 credits as prescribed in the concerned course shall be awarded with certificate for Employment Enhancement / Value Addition as the case may be.

PG Diploma: Students who completes the program and have secured 44 credits shall be awarded the PG diploma.

Ans. R. K. S.
25/9/13

Sgt. K. S. S. S.

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**CURRICULUM AND CREDIT FRAMEWORK FOR EMPLOYABILITY ENHANCEMENT
CERTIFICATE COURSES AND POST GRADUATE DIPLOMA PROGRAMS**

4.0. Course Curriculum and Syllabus:

- a) The course curriculum, syllabus and mode of delivery of course be offline/online/blended of every certificate and diploma programme shall be decided by the concerned Board of Studies and be implemented after obtaining approval of the Academic Council.
- b) The University may evolve a system/policy about Extra Curricular Activities/ General Interest and Hobby Courses/Sports/NCC/NSS/University Outreach Programme etc., for adding them under Value Addition Courses (VAC).

5.0. Learning assessment

A variety of assessment methods that are appropriate to a given discipline/subject area and a programme of study will be used to assess progress towards the course/programme learning outcomes. Priority will be accorded to formative and summative assessment. Evaluation will be based on continuous assessment, in which sessional and the terminal examinations will contribute to the final grade. Sessionals will consist of class tests, mid-semester examination(s), homework assignments, class presentations etc., as determined by the concerned Board of Studies.

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Appendix-C/40

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(Established under Haryana Act No. XXV of 1975)

'A+' Grade University accredited by NAAC

**MINUTES OF THE MEETING OF THE FACULTY OF ENGINEERING & TECHNOLOGY
HELD ON 28.07.2023 AT 11:00. A.M IN THE OFFICE OF THE DEAN FACULTY OF
ENGINEERING & TECHNOLOGY, M.D. UNIVERSITY, ROHTAK**

The following were present:

- | | |
|--|------------------|
| 1. Prof. Yudhvir Singh, Director & Dean Faculty of Engg. & Tech. | Chairman |
| 2. Prof. Rahul Rishi | |
| 3. Prof. Vineet Kumar | |
| 4. Prof. Manvender Singh | |
| 5. Prof. Ashwani Kumar Dhingra | |
| 6. Prof. Prabhakar Kaushik | |
| 7. Dr. Suresh Kumar | |
| 8. Dr. Rajesh Kumar | |
| 9. Dr. Manjeet Kaur | |
| 10. Dr. Seema | |
| 11. Sh. Sandeep Kumar | |
| 12. Dr. Vipin Kumar | |
| 13. Dr. Deepak Kumar | |
| 14. Dr. Garima Chopra | |
| 15. Dr. Amandeep Kaur | |
| 16. Prof. Mukesh Kumar | |
| 17. Dr. Ashwani Goyal | Outside Expert |
| 18. Prof. Vikram Goyal | Member Secretary |
| 19. Prof. Gulshan Lal Taneja, Registrar | |

1. Confirmed the minutes of the previous meeting of the Faculty of Engineering & Technology held on 13.04.2023 (Annexure-I, Pages-1-4, already circulated).
2. Noted the follow-up action on previous meeting of the Faculty of Engineering & Technology held on 13.04.2023 (Annexure-II, Page-5, already circulated).
3. Considered the recommendations of the Board of Studies in Engineering & Technology made vide Reso. 5 of its meeting held on 06.06.2023 to note the action taken by the Vice-Chancellor on the recommendations of the Committee constituted by the Vice-Chancellor to remove anomalies in Ph.D. Degree and to take correctional measures as follows:

- i. The title of the Ph.D. Degree will not be translated. Only transcription will be done in Hindi/English as the case may be. The PGBOS will provide the transcription of the title in English/Hindi as the case may be and the same to be got printed in the Hindi/English Section of Ph.D. Degree.
- ii. Concerned department will take utmost care and ensure its implementation. The departments are to make required changes in various forms which are used at departmental level for different purposes while getting the candidate registered for Ph.D./submitting the thesis.

RESOLVED THAT THE ABOVE MATTER BE APPROVED. Academic Council has already taken by the Vice-Chancellor. May forward it to AGI set for taking further necessary action at Reso. no. 7C/Sever at their

Subdt. (Academic) may please arrange an iteam by necessary action at Reso. no. 7C/Sever at their

4. Considered the recommendations of the Board of Studies in Engineering & Technology made vide Reso. No. 6 of its meeting held on 06.06.2023 that the minor changes in the Scheme of Examinations and syllabus of M. Tech. (Power System) 4th semester-CBCS Scheme as per common ordinance of M. Tech. from the session 2023-24 may be prescribed as per Annexure-III, Pages 6-13 (already circulated).

RESOLVED THAT THE SYLLABUS OF M. TECH. (POWER SYSTEMS) BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL

5. Considered the recommendations of the Board of Studies in Engineering & Technology made vide Reso. 7 of its meeting held on 06.06.2023 that the minor changes in the Scheme of Examinations and syllabus of the following courses of B. Tech. ECE Program from the session 2023-24 may be prescribed as per Annexure-IV, Pages 14-71 (already circulated).

- i. B. Tech. ECE 4th year
- ii. Minor Degree in ECE for students of other branches of Engineering
- iii. B. Tech. (Honors/Specialization in ECE)

RESOLVED THAT THE SYLLABUS OF B.TECH. ECE 4th YEAR BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL

6. Considered the recommendations of the Board of Studies in Engineering & Technology made vide Reso. No. 9 of its meeting held on 06.06.2023 that a new course "Universal Human Values-II Understand Harmony and Ethical Human Conduct" may be introduced as a mandatory course in the 2nd year (4th semester) for all Undergraduate students in Engineering from the session 2023-24.

- i) Considered the recommendations of Board of Studies in Engineering & Technology made vide Reso. No. 4 of its meeting held on 24.07.2023 that the Syllabus of "Universal Human Values II: Understand Harmony and Ethical Human Conduct" as a mandatory course in the 2nd year (4th semester) w.e.f. the session 2023-24 (for the students of 2023-24 batches) may be prescribed as per Annexure -VI Pages 72-75 (To be circulated).

RESOLVED THAT THE INTRODUCTION OF "UNIVERSAL HUMAN VALUES-II: UNDERSTAND HARMONY AND ETHICAL HUMAN CONDUCT" IN B.TECH. 2nd-YEAR W.E.F THE SESSION 2023-24 BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

RESOLVED THAT THE SCHEME OF EXAMINATION OF THE ABOVE COURSE BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL



7. Considered the recommendations of Board of Studies in Engineering & Technology made vide Reso. No. 1 of its meeting held on 24.07.2023 that the following M.Tech. Programs (already existing) may be run in flexible mode in UIET from the Academic Session 2023-24:-
- i) M.Tech. (Biotechnology)
 - ii) M.Tech. (Computer Science & Engineering)
 - iii) M.Tech. CSE (Artificial Intelligence & Machine Learning)
 - iv) M.Tech. (Electronics and Communication Engineering)
 - v) M.Tech. (Manufacturing & Automation)
 - vi) M.Tech. (Mechanical Engineering)
 - vii) M.Tech. (Structural Engineering)
 - viii) M.Tech. (Power Systems)

RESOLVED THAT THE MATTER WITH REGARD TO INTRODUCTION OF THE ABOVE M.TECH. PROGRAMS (ALREADY EXISTING) IN FLEXIBLE MODE IN UIET FROM THE SESSION 2023-24 WITH PROVISION OF MAXIMUM 40% OF CREDIT TRANSFER THROUGH MOOCS-SWAYAM/LMSS PLATFORMS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

3. Considered the recommendations of Board of Studies in Engineering & Technology made vide Reso. No. 2 of its meeting held on 24.07.2023 that the Schemes of Examinations and Syllabi of the Minor Degrees in the following B.Tech. Programs w.e.f the session 2023-24 as per Model Curriculum of AICTE (already circulated) may be prescribed as per Annexure- VI Pages 76-314 (To be circulated):-

- i) B.Tech. Minor in (Biotechnology)
- ii) B.Tech. Minor in (Computer Science & Engineering) (for ECE Branch)
- iii) B.Tech. Minor in (Computer Science & Engineering) (For all Branches except ECE)
- iv) B.Tech. Minor in (Electronics and Communication Engineering)
- v) B.Tech. Minor in (Electrical Engineering)
- vi) B.Tech. Minor in (Civil Engineering)
- vii) B.Tech. Minor in (Mechanical Engineering)
- viii) B.Tech. Minor in (Artificial Intelligence and Machine Learning)
- ix) B.Tech. Minor in (Cyber Security)
- x) B.Tech. Minor in (Data Science)
- xi) B.Tech. Minor in (Internet of Things)
- xii) B.Tech. Minor in (Transportation Engineering)
- xiii) B.Tech. Minor in (Smart Manufacturing)
- xiv) B.Tech. Minor in (Electrical Vehicle)

RESOLVED THAT THE SYLLABI OF THE ABOVE MINOR DEGREES IN B.TECH. PROGRAM TO BE OFFERED BY UIET BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR, IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL.

9. Considered the recommendations of Board of Studies in Engineering & Technology made vide Reso. No. 3 of its meeting held on 24.07.2023 that the Schemes of Examinations, Syllabi and List of Elective subjects of M. Tech. Civil Engineering-Transportation Engineering Program may be revised w.e.f. the session 2023-24 as per Annexure-VII Pages 315-331 (To be circulated).

RESOLVED THAT THE SYLLABI OF ELECTIVE SUBJECTS OF M. TECH. CIVIL ENGINEERING (TRANSPORTATION ENGINEERING) PROGRAM BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL.

10. Considered the recommendations of PG Board of Studies in Engineering & Technology made vide Reso. No. 5 of its meeting held on 24.07.2023 that the G Scheme of the following B.Tech (2nd year) Programs w.e.f the session 2023-24 may be prescribed as per Annexure-VIII Pages-332-376 (To be circulated) :

- i. B.Tech CSE (Artificial Intelligence and Machine Learning)
- ii. B.Tech. (Artificial Intelligence and Machine Learning)
- iii. B.Tech. CSE (Artificial Intelligence)
- iv. B.Tech (Artificial Intelligence)-G Scheme

RESOLVED THAT THE SYLLABUS OF THE ABOVE PROGRAMS BE APPROVED AND THE SCHEME OF EXAMINATION OF THE ABOVE PROGRAMS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL.

11. Considered the recommendations of PG Board of Studies in Engineering & Technology made vide Reso. No. 6 of its meeting held on 24.07.2023 that Syllabi and Scheme of Examinations of the following B.Tech./ M.Tech Programs may be common with the Programs from the session 2023-24 as mentioned below:-

Name of the B.Tech. Program	Common with
B.Tech. (Artificial Intelligence) 1 st year	B.Tech (CSE) 1 st year
B.Tech. (SG) 1 st year	B.Tech (ECE) 1 st year
B.Tech. (EV Technology) 1 st year	B.Tech (Mechanical Engineering) 1 st year
B.Tech (Chemical Engineering) 1 st year	B.Tech (Textile Chemistry) 1 st year
M.Tech (Artificial Intelligence & Machine Learning) 1 st & 2 nd year	M.Tech, CSE (Artificial Intelligence & Machine Learning) 1 st & 2 nd year

RESOLVED THAT THE ABOVE MATTER BE RECOMMENDED TO ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL.

12. Considered the recommendations of PG Board of Studies in Engineering & Technology made vide Reso. No. 7 of its meeting held on 24.07.2023 that Eligibility criteria for admission to Ph.D Program in Engineering & Technology from the session 2023-24 may be prescribed as per the eligibility criteria already mentioned in Ph.D Ordinance 2021 (Annexure-IX Page-376).

RESOLVED THAT THE ELIGIBILITY CRITERIA FOR ADMISSION TO Ph.D PROGRAM FROM THE SESSION 2023-24 BE PRESCRIBED AS UNDER AND THE MATTER BE REFERRED TO THE ACADEMIC COUNCIL FOR APPROVAL:

A candidate seeking admission to the Ph.D. Program must satisfy the following relevant academic criteria:

(ii) Master's degree with at least 55% marks in aggregate or its equivalent B grade in UGC seven-
point scale in the subject concerned or in an allied subject.

Note: The eligibility will be 50% marks at Masters' level or an equivalent grade for
SC/ST/Differently Abled candidates of the Haryana State only.

13. Considered the recommendations of PG Board of Studies in Engineering & Technology made
vide Reso. No. 7 of its meeting held on 24.07.2023 that the Scheme of Examinations and Syllabi
of B.Tech. EEE (8th Semester) may be implemented from the session 2022-23 instead of 2023-24.

Note:

The Syllabus and the SOE of B.Tech. EEE (8th semester) from the session 2023-24 has
already been approved by the Board of Studies in its meeting held on 14.02.2023 and Faculty
of Engineering & Technology in its meeting held on 13.04.2023. On a later stage the
Registrar, B.M. Group of Institutions, Farukh Nagar (Gurugram) and Director, Mewat
Engineering College Nuh have requested that the said SOE and Syllabus may be implemented
from the session 2022-23 instead of 2023-24 as some students have already appeared in the
examination of paper namely "Energy Management and Auditing; Paper code OEC-EE0414G
of B.Tech. EEE (8th semester) in the session 2022-23. The faculty considered that there is no
need to implement the whole scheme and syllabus to be implemented from the session 2022-
23. Only paper "Energy Management and Auditing; Paper code OEC-EE0414G of B.Tech.
EEE (8th semester) may be implemented from 2022-23.

**RESOLVED THAT ONLY COURSE NAMEDLY "ENERGY MANAGEMENT AND
AUDITING (COURSE CODE OEC-EE-414G) OF B.TECH. EEE (8th SEMESTER) BE
IMPLEMENTED FROM THE SESSION 2022-23 INSTEAD OF 2023-24 AND THE SAME
MAY BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.**

14. Considered the request dated 12.06.2023 received from the Director, TITS, Bhiwani regarding
qualifications for certain under-graduate courses (Annexure-X Page-377)

**THE COMMITTEE CONSIDERED THE REQUEST AND RESOLVED THAT THE
QUALIFICATIONS FOR ADMISSIONS TO VARIOUS B.TECH. PROGRAMS MAY BE
ADOPTED AS PRESCRIBED BY THE HSTES FOR THE SESSION 2023-24 IN
COHERENCE WITH QUALIFICATIONS PRESCRIBED BY AICTE FOR SESSION
2023-24 IN APPROVED PROCESS HANDBOOK.**

Ar. Anil
19/08/23
REGISTRAR

[Signature]
27/8/23
DEAN, FACULTY OF ENGG & TECH.



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~~Appendix-c/41~~
Appendix-c/41

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(Established under Haryana Act No. XXV of 1975)

'A+' Grade University accredited by NAAC

**MINUTES OF THE MEETING OF THE FACULTY OF ENGINEERING & TECHNOLOGY
HELD ON 28.07.2023 AT 11:00. A.M IN THE OFFICE OF THE DEAN FACULTY OF
ENGINEERING & TECHNOLOGY, M.D. UNIVERSITY, ROHTAK**

The following were present:

1. Prof. Yudhvir Singh, Director & Dean Faculty of Engg. & Tech. Chairman
2. Prof. Rahul Rishi
3. Prof. Vineet Kumar
4. Prof. Manvender Singh
5. Prof. Ashwani Kumar Dhingra
6. Prof. Prabhakar Kaushik
7. Dr. Suresh Kumar
8. Dr. Rajesh Kumar
9. Dr. Manjeet Kaur
10. Dr. Seema
11. Sh. Sandeep Kumar
12. Dr. Vipin Kumar
13. Dr. Deepak Kumar
14. Dr. Garima Chopra
15. Dr. Amandeep Kaur
16. Prof. Mukesh Kumar
17. Dr. Ashwani Goyal
18. Prof. Vikram Goyal Outside Expert
19. Prof. Gulshan Lal Taneja, Registrar Member Secretary

1. Confirmed the minutes of the previous meeting of the Faculty of Engineering & Technology held on 13.04.2023 (Annexure-I, Pages-1-4, already circulated).
2. Noted the follow-up action on previous meeting of the Faculty of Engineering & Technology held on 13.04.2023 (Annexure-II, Page-5, already circulated).
3. Considered the recommendations of the Board of Studies in Engineering & Technology made vide Reso. 5 of its meeting held on 06.06.2023 to note the action taken by the Vice-Chancellor on the recommendations of the Committee constituted by the Vice-Chancellor to remove anomalies in Ph.D. Degree and to take correctional measures as follows:
 - i. The title of the Ph.D. Degree will not be translated. Only transcription will be done in Hindi/English as the case may be. The PGBOS will provide the transcription of the title in English/Hindi as the case may be and the same to be got printed in the Hindi/English Section of Ph.D. Degree.
 - ii. Concerned department will take utmost care and ensure its implementation. The departments are to make required changes in various forms which are used at departmental level for different purposes while getting the candidate registered for Ph.D./submitting the thesis.

RESOLVED THAT THE ABOVE MATTER BE APPROVED.

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4. Considered the recommendations of the Board of Studies in Engineering & Technology made vide Reso. No. 6 of its meeting held on 06.06.2023 that the minor changes in the Scheme of Examinations and syllabus of M. Tech. (Power System) 4th semester-CBCS Scheme as per common ordinance of M. Tech. from the session 2023-24 may be prescribed as per Annexure-III, Pages 6-13 (already circulated).

RESOLVED THAT THE SYLLABUS OF M. TECH. (POWER SYSTEMS) BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL

5. Considered the recommendations of the Board of Studies in Engineering & Technology made vide Reso. 7 of its meeting held on 06.06.2023 that the minor changes in the Scheme of Examinations and syllabus of the following courses of B. Tech. ECE Program from the session 2023-24 may be prescribed as per Annexure-IV, Pages 14-71 (already circulated).

- i. B. Tech. ECE 4th year
- ii. Minor Degree in ECE for students of other branches of Engineering
- iii. B. Tech. (Honors/Specialization in ECE)

RESOLVED THAT THE SYLLABUS OF B.TECH. ECE 4th YEAR BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL

6. Considered the recommendations of the Board of Studies in Engineering & Technology made vide Reso. No. 9 of its meeting held on 06.06.2023 that a new course "Universal Human Values-II Understand Harmony and Ethical Human Conduct" may be introduced as a mandatory course in the 2nd year (4th semester) for all Undergraduate students in Engineering from the session 2023-24.

- 1) Considered the recommendations of Board of Studies in Engineering & Technology made vide Reso. No. 4 of its meeting held on 24.07.2023 that the Syllabus of "Universal Human Values II: Understand Harmony and Ethical Human Conduct" as a mandatory course in the 2nd year (4th semester) w.e.f. the session 2023-24 (for the students of 2023-24 batches) may be prescribed as per Annexure -VI Pages 72-75 (To be circulated).

RESOLVED THAT THE INTRODUCTION OF "UNIVERSAL HUMAN VALUES-II: UNDERSTAND HARMONY AND ETHICAL HUMAN CONDUCT" IN B.TECH. 2nd YEAR W.E.F THE SESSION 2023-24 BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

RESOLVED THAT THE SCHEME OF EXAMINATION OF THE ABOVE COURSE BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL

7. Considered the recommendations of Board of Studies in Engineering & Technology made vide Reso. No. 1 of its meeting held on 24.07.2023 that the following M.Tech. Programs (already existing) may be run in flexible mode in UIET from the Academic Session 2023-24:-

- i) M.Tech. (Biotechnology)
- ii) M.Tech. (Computer Science & Engineering)
- iii) M.Tech. CSE (Artificial Intelligence & Machine Learning)
- iv) M.Tech. (Electronics and Communication Engineering)
- v) M.Tech. (Manufacturing & Automation)
- vi) M.Tech. (Mechanical Engineering)
- vii) M.Tech. (Structural Engineering)
- viii) M.Tech. (Power Systems)

RESOLVED THAT THE MATTER WITH REGARD TO INTRODUCTION OF THE ABOVE M.TECH. PROGRAMS (ALREADY EXISTING) IN FLEXIBLE MODE IN UIET FROM THE SESSION 2023-24 WITH PROVISION OF MAXIMUM 40% OF CREDIT TRANSFER THROUGH MOOCS-SWAYAM/LMSS PLATFORMS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

8. Considered the recommendations of Board of Studies in Engineering & Technology made vide Reso. No. 2 of its meeting held on 24.07.2023 that the Schemes of Examinations and Syllabi of the Minor Degrees in the following B.Tech. Programs w.e.f. the session 2023-24 as per Model Curriculum of AICTE (already circulated) may be prescribed as per Annexure- VI Pages 76-314 (To be circulated):-

- i) B.Tech. Minor in (Biotechnology)
- ii) B.Tech. Minor in (Computer Science & Engineering) (for ECE Branch)
- iii) B.Tech. Minor in (Computer Science & Engineering) (For all Branches except ECE)
- iv) B.Tech. Minor in (Electronics and Communication Engineering)
- v) B.Tech. Minor in (Electrical Engineering)
- vi) B.Tech. Minor in (Civil Engineering)
- vii) B.Tech. Minor in (Mechanical Engineering)
- viii) B.Tech. Minor in (Artificial Intelligence and Machine Learning)
- ix) B.Tech. Minor in (Cyber Security)
- x) B.Tech. Minor in (Data Science)
- xi) B.Tech. Minor in (Internet of Things)
- xii) B.Tech. Minor in (Transportation Engineering)
- xiii) B.Tech. Minor in (Smart Manufacturing)
- xiv) B.Tech. Minor in (Electrical Vehicle)

RESOLVED THAT THE SYLLABI OF THE ABOVE MINOR DEGREES IN B.TECH. PROGRAM TO BE OFFERED BY UIET BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR, IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL.

9. Considered the recommendations of Board of Studies in Engineering & Technology made vide Reso. No. 3 of its meeting held on 24.07.2023 that the Schemes of Examinations, Syllabi and List of Elective subjects of M. Tech. Civil Engineering-Transportation Engineering Program may be revised w.e.f. the session 2023-24 as per Annexure-VII Pages 315-331 (To be circulated).

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RESOLVED THAT THE SYLLABI OF ELECTIVE SUBJECTS OF M. TECH. CIVIL ENGINEERING (TRANSPORTATION ENGINEERING) PROGRAM BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL.

10. Considered the recommendations of PG Board of Studies in Engineering & Technology made vide Reso. No. 5 of its meeting held on 24.07.2023 that the G Scheme of the following B.Tech (2nd year) Programs w.e.f the session 2023-24 may be prescribed as per Annexure-VIII Pages-332-376 (To be circulated) :

- i. B.Tech CSE (Artificial Intelligence and Machine Learning)
- ii. B.Tech. (Artificial Intelligence and Machine Learning)
- iii. B.Tech. CSE (Artificial Intelligence)
- iv. B.Tech (Artificial Intelligence)-G Scheme

RESOLVED THAT THE SYLLABUS OF THE ABOVE PROGRAMS BE APPROVED AND THE SCHEME OF EXAMINATION OF THE ABOVE PROGRAMS. BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL.

11. Considered the recommendations of PG Board of Studies in Engineering & Technology made vide Reso. No. 6 of its meeting held on 24.07.2023 that Syllabi and Scheme of Examinations of the following B.Tech / M.Tech Programs may be common with the Programs from the session 2023-24 as mentioned below:-

Name of the B.Tech. Program	Common with
B.Tech. (Artificial Intelligence) 1 st year	B.Tech (CSE) 1 st year
B.Tech. (SG) 1 st year	B.Tech (ECE) 1 st year
B.Tech. (EV Technology) 1 st year	B.Tech (Mechanical Engineering) 1 st year
B.Tech (Chemical Engineering) 1 st year	B.Tech (Textile Chemistry) 1 st year
M.Tech (Artificial Intelligence & Machine Learning) 1 st & 2 nd year	M.Tech, CSE (Artificial Intelligence & Machine Learning) 1 st & 2 nd year

RESOLVED THAT THE ABOVE MATTER BE RECOMMENDED TO ACADEMIC COUNCIL FOR APPROVAL.

FURTHER THE COURSE CODES MAY BE GOT VETTED FROM THE DIRECTOR IQAC BEFORE SENDING THE ITEM TO THE ACADEMIC COUNCIL.

12. Considered the recommendations of PG Board of Studies in Engineering & Technology made vide Reso. No. 7 of its meeting held on 24.07.2023 that Eligibility criteria for admission to Ph.D Program in Engineering & Technology from the session 2023-24 may be prescribed as per the eligibility criteria already mentioned in Ph.D Ordinance 2021 (Annexure-IX Page-376).

RESOLVED THAT THE ELIGIBILITY CRITERIA FOR ADMISSION TO Ph.D PROGRAM FROM THE SESSION 2023-24 BE PRESCRIBED AS UNDER AND THE MATTER BE REFERRED TO THE ACADEMIC COUNCIL FOR APPROVAL;

A candidate seeking admission to the Ph.D. Program must satisfy the following relevant academic criteria:



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MDU ORDINANCE FOR DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)**w.e.f. 2023-24 Session****1. SHORT TITLE, APPLICATION, COMMENCEMENT**

- 1.1 These Regulations shall be called Minimum Standards and Procedure for Award of Ph.D. Degrees Regulations, 2023 of the Maharshi Dayanand University, Rohtak based on University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022.
- 1.2 The ordinance shall be applicable w.e.f. Academic Session 2023-24. The award of degrees to candidates already registered and pursuing Ph.D shall be governed by the preceding ordinances.
- 1.3 The degree of Doctor of Philosophy (Ph.D.) may be awarded in any Faculty of the university.
- 1.4 Subject to the general guidance of the Academic Council, research in the University leading to the Degree of Doctor of Philosophy shall be regulated by the concerned Post Graduate Boards of Studies/ Board of Studies.

2. DEFINITIONS

- a. "Adjunct Faculty" means a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution;
- b. "College" means an institution engaged in higher education and/or research, either established by a University as its constituent unit or is affiliated with it;
- c. "Cumulative Grade Point Average (CGPA)" means a measure of the overall cumulative performance of a student over all semesters. It is expressed up to two decimal places
- d. "Course Work" means courses of study prescribed by the School/Department/ Centre to be undertaken by a student admitted to the Ph.D Program ;
- e. "Grade Point" means a numerical weight allotted to each letter grade on a 10-point scale;
- f. "Foreign Educational Institution" means-(i) an institution duly established or incorporated in its home country and offering educational programs at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers program(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;
- g. "Guide/Research Supervisor" means an academician/researcher recognized by Higher Educational Institution to supervise the Ph.D. scholar for his/her research;
- h. "External examiner" means an academician/researcher with published research work who is not part of the Higher Educational Institution where the Ph.D. scholar has registered for the Ph.D. program;
- i. "Interdisciplinary Research" means research conducted by a Ph.D. scholar in two or more academic disciplines;
- j. "Online Mode" shall have the same meaning as defined under the UGC (Open and Distance Learning Programs and Online Programs) Regulations 2020;
- k. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own;
- l. "Research Proposal" means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. program;

- m. "Professional" means a person who works in a job that needs a high level of education and/or training involving significant intellectual component and training ability to provide important service to the society through their decisions"

3. ELIGIBILITY CRITERIA FOR ADMISSION TO THE PH.D. PROGRAM.

The following are eligible to seek admission to the Ph.D. program

1. Candidates who have completed:

A 1-year/2-semester master's degree program after a 4-year/8-semester bachelor's degree program or a 2-year/4-semester master's degree program after a 3-year bachelor's degree program or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree program should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed.

A relaxation of 5% of 55% marks (2.75%) i.e. from 55% to 52.25% or its equivalent grade may be allowed for those belonging to SC/BC (non-creamy layer)/Differently-Abled and Economically Weaker Section (EWS) candidates of the Haryana State only.

2. Candidates who have completed the M.Phil. program with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. program.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/BC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates of the Haryana State only.

4. PROCEDURE FOR ADMISSION

- i. The candidate shall apply in a prescribed application format (**Annexure A**) in a manner stipulated by the University from time to time for admission to Ph.D. program.
- ii. Separate application form(s) shall be filled up for each subject.
- iii. The University shall notify the number of seats to be offered by each Department/Centre/Institute for admission to Ph.D. program in accordance with the State reservation policy on annual basis as per schedule notified from time to time.
- iv. Admission to Ph.D. program shall be made in the following manner

- 504 —
- A. Admission of Research Fellowship/Scholarship holders and NET qualified candidates based on an interview.
- B. Through Entrance Test for seats remaining vacant after admission of research fellowship/Scholarship holders and NET qualified candidates

A. Admission of Research Fellowship/Scholarship holders and NET qualified candidates

- a. The Ph.D. seats will be first offered to the candidates (who are exempted from entrance test) in the following order of preference as per merit criteria mentioned below based on their performance in the interview.

- i. UGC-NET/UGC-CSIR NET/GATE/GPAT/CEED and similar National level tests eligible for fellowship/Scholarship
- ii. UGC-NET/UGC-CSIR NET/ICAR-NET qualified candidates

- b. For a single seat, six candidates and for each additional seat subsequently three candidates in the order of merit will be called for interview. If the total number of candidates applied for a single seat is more than six and for two seats is more than nine and so on, then the following short-listing criteria shall be applied.

c. CRITERIA FOR SHORT LISTING RESEARCH FELLOWSHIP/SCHOLARSHIP HOLDERS AND NET QUALIFIED CANDIDATES FOR INTERVIEW

The merit list shall be prepared by the Department according to the following criteria:

- i) **10 Marks for Under Graduate Examination as per the criteria mentioned below.**

Percentage of Marks	Weightage in Marks
Below 50	0
≥ 50	For each % multiplied by the factor 0.3

- ii) **20 Marks for Post Graduate Examination as per the criteria mentioned below.**

Percentage of Marks	Weightage in Marks
Below 55	0
≥ 55	For each % multiplied by the factor 0.8

Note: The admission of the candidates against JRF/NET/GATE/GPAT will be considered in the category in which they were issued certificate by UGC/other equivalent agencies or in their own category.

d. INTERVIEW

Shortlisted candidates will be given admission to Ph.D. program based on their performance in the interview by the interview board. At the time of interview, the candidates are required to discuss their research interest/area through a presentation before a duly constituted Committee.

The interview shall also consider the following aspects:

- a. the candidate possesses the competence for the proposed research;
- b. the research work can be suitably undertaken at the University
- c. the proposed area of research can contribute to new/additional knowledge.

The constitution of interview board is as follows:

- i. HOD/Director – Convener
- ii. Two outside experts nominated by the Vice Chancellor out of a panel of atleast 6 outside experts duly recommended by the concerned Departmental

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- Committee. However, the Vice chancellor may nominate experts outside the panel and presence of one outside expert is mandatory.
- iii. Dean (R & D) Nominee (One faculty coordinator outside the department)
 - iv. Senior Most Professor of the Department by rotation (In case of non-availability, a teacher not below the rank of Professor nominated by the Vice-Chancellor)
 - v. One faculty member belonging to SC/BC/Woman Category shall be co-opted as a Special Invitee by all the Departments in the Interview Committee. In case, where there is no faculty member from SC/BC/Woman Category in the department, then one faculty member belonging to SC/BC/Woman Category from other department preferably from the same faculty will be co-opted as a Special Invitee.

Note: The members mentioned in the interview board at (iii) & (v) will act as observers only. They will not be authorized to award marks

The interview shall be of 30 Marks (10 marks for domain knowledge, 5 Marks for Research Proposal (Annexure B1), 10 marks for research aptitude and 5 marks for research accomplishment). Only the candidate who secures a minimum of 50% marks in the interview is eligible for Ph.D. admission in the order of merit.

B. FOR ADMISSION AGAINST VACANT Ph.D. SEATS IF ANY

- a. The seats remaining vacant after the admission of candidates (Research Fellowship/Scholarship holders and NET qualified candidates) in a preferential order mentioned above (**Procedure A**) if any, then an entrance test will be conducted to fill up the vacant seats. The syllabus of the Entrance Test shall be as prescribed for NET by UGC/CSIR/ICAR etc. In case NET examination is not available for any subject, the syllabus for the entrance test will be decided by the concerned University Teaching Department through the Departmental Committee.
- b. Entrance Test will be of 100 marks and a candidate must secure 50% marks to qualify the same. In case of SC/ST / Differently-abled candidates of Haryana State, a relaxation of 5% of 50 i.e. 2.5% will be allowed. There will be no negative marking.
- c. For the selection of candidates based on the entrance test a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.
- d. For a single seat, six candidates and for each additional seat subsequently three candidates in the order of merit will be called for interview. The eligibility and the interview for admission to the Ph.D. program shall be as prescribed under **Clause 4A (d)** as above.

Note: If two or more candidates secure identical marks in the merit, the candidate senior in age will be given preference.

5. ADMISSION COMMITTEE: -

Admission Committee will consist of Head of the Department/Director (Chairman) and two Professors, one Associate Professor and one Assistant Professor by seniority and rotation. All members must satisfy eligibility conditions to be Ph.D. supervisor. If a Department/Centre/Institute does not have Associate Professors, the Admission Committee shall include one additional Assistant Professor. In case a Department /Centre/Institute does

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not have requisite number of Professors/Associate Professor/Assistant Professor, the Admission Committee shall comprise minimum of four faculty members, which shall be constituted by the Vice-Chancellor on the request of the concerned Head of the Department/Director from amongst the teachers of the concerned/relevant Faculty. One faculty member belonging to SC Category shall be included by all the Departments in the Admission Committee. In case, where there is no faculty member from SC Category in the department, then one faculty member belonging to SC Category from other department preferably from the same faculty will be co-opted as a Special Invitee.

6. ALLOCATION OF RESEARCH SUPERVISOR:

Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

- 1) Permanent faculty members working as Principal/Professor/Associate Professor of the Higher Educational Institution with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post-Graduate Colleges/institutes would be in violation of these Regulations. For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by Higher Educational Institutions, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfil the above requirements. Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the Higher Educational Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing. Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the vice chancellor. Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.
- 2) In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/Centre/College/University may be appointed.
- 3) **An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.** However, each supervisor can guide up to two research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars.
- 4) In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken. The candidate should apply in a prescribed format (**Annexure F**) along with fee prescribed by the university from time to time.
- 5) Faculty members with less than two years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such

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faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.

- 6) **Faculty members of the M.D. University who want to become co-supervisor for Ph.D. Program outside the university should get NOC from M.D. University, Rohtak.**
- 7) Before allotting Supervisors/Co-Supervisors from PG Colleges/Institutes, the concerned Head of the Department/Director must get a certificate from the Principal of the College concerned with an undertaking that the College has requisite research facilities and same will be provided to the research scholars.
 - (i) In case of Science and Technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar alongwith computer facilities and essential software, and uninterrupted power and water supply;
 - (ii) Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials;
 - (iii) Colleges may also access the required facilities of the neighbouring institutions/Colleges, or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.
 - (iv) A three-member committee consisting the following will verify the facilities available in the college/Institute and submit its report to the Dean (R&D) who shall forward the same with his/her recommendations for consideration and approval by the Vice Chancellor.
 - i. Dean (R&D) / Associate Dean (R&D) - Convener
 - ii. One Faculty member from the concerned department
 - iii. One Faculty member nominated by the Vice Chancellor not below the rank of Associate professor

In case of non-availability of Dean (R & D), he may nominate Associate Dean for the purpose.

NOTE: At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in Clause 6(3). Further, a minimum of 65% of seats prescribed under Clause 6(3) of the Ph.D. ordinance to be filled under a faculty member at a given point of time.

7. RESIDENCY PERIOD

The minimum residency period for Full-Time candidates in the University shall be two years from the date of registration. The attendance of the full time Ph.D. Scholar has to be certified by the concerned supervisor. The absence of full time Ph.D. Scholar shall be reported to the HOD/Director and RAC by the Supervisor.

8. COURSE WORK

- i. The credit requirement for Ph.D. course work shall be of 12 credits (1 credit equals to 25 marks) in all comprising 2 courses of 4 credits each and two courses of 2 credits each. It shall be mandatory to offer one course on Research Methodology of four credits and another on Research and Publication Ethics of two credits. The

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Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. program.

- ii. All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. **Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluation.**
- iii. A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the program and submit his or her thesis.
- iv. Each course shall have an internal assessment of 30 marks. It shall comprise of two written assignments (7.5 marks each) and two presentations (7.5 marks each). The concerned teacher/Head of the Department shall maintain the record for atleast six months after the declaration of results.
- v. **The candidates awarded/passed**
 - a. M. Phil degree through regular mode from UGC approved university as per UGC norms shall be exempted from the Ph. D course work.
 - b. Pre Ph.D. course / Ph.D. course work from MDU
- vi. Every candidate shall be examined in the courses(s) as per criteria laid down in the scheme of examination approved by the Academic Council from time to time except the candidates who are exempted from the Ph.D. course work.
- vii. The amount of the examination fee to be paid shall be governed by the rules as applicable from time to time.
- viii. The candidate will be allowed to appear in course work examination, if he/she meets the following requirements:
 - (i) Bears a good moral character.
 - (ii) Has been on the rolls of Department/Institute during the concerned semester.
 - (iii) Has attendance of minimum 65%

Note: Relaxation in shortage of lectures up to 20% will be allowed by the Head/Director of the Department/Institute/Centre on the following grounds:

- Self-illness;
 - Illness/death of parents, brother, sister or any other close family member;
 - Any other reason beyond the control of the student to the satisfaction of the Head/Director of the Department/Institute/Centre.
- ix. A candidate who fails to pass or having been eligible fails to appear in the examination will be allowed to clear the re-appear paper(s) in consecutive two chances in December/May on such dates notified by the University (or as decided by the University from time to time). In reappear cases, the student will be exempted to appear in such papers in which he/she has obtained 55 per cent marks.
 - x. The internal assessment awards of a candidate who fails in examination shall be carried forward to the next examination.
 - xi. If a candidate fails to pass Ph.D. course work examination within the time stipulated in **Clause 8(ix)** above, his/her admission to Ph.D. program shall be cancelled.
 - xii. The Controller of Examinations shall publish a list of candidates who have passed the Ph.D. course work examination.

9. PROCEDURE FOR REGISTRATION

- (i) The following categories of candidates from among those admitted to Ph.D. program are eligible to apply for registration to Ph.D. in the prescribed format (**Annexure C**):

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- (a) who are exempted from Ph.D. course work in terms of **Clause 8 (v)**
- (b) who have passed Ph.D. coursework in terms of **Clause 8 (iii)**

(ii) **The Departmental Committee and its Functions**

The Departmental Committee with regard to Ph.D. program will consist of all Professors, Associate Professors and Assistant Professors of the Department provided they are otherwise eligible for appointment as Ph.D. Supervisors. The supervisor(s) from affiliated College/Institutes who offered their seats for Ph.D. be invited to Departmental Committee meeting as a special invitee.

The Departmental Committee shall have the following functions:

- (i) To allocate Supervisor to a student **within a month** after admission of candidate to Ph.D. Program keeping into the consideration of research area of the student and the supervisor.
- (ii) To constitute the Research Advisory Committee (RAC) for each candidate on the recommendation of the Research supervisor within 15 days after the declaration of result of Ph.D. course work.

(iii) **Research Advisory Committee and its Functions**

A Research Advisory Committee (RAC) shall consist of the following:

- i) Concerned Supervisor (Convener).
- ii) Co-Supervisor (if any)
- ii) One Professor (Member). In case of non-availability, a Professor from related/allied discipline may be co-opted.
- iii) One Professor/Associate Professor/Assistant Professor from the faculty members of the concerned or related Department, preferably in the related research area (Member) nominated by Dean (R&D) in consultation with the concerned supervisor.

(iv) The Research Advisory Committee shall have the following functions:

- a) To review the research proposal submitted by the candidate in prescribed format (**Annexure B**) and suggest the topic of research
- b) To appoint a Co-supervisor in terms of **Clause 9 (ix)**, if need be. It shall be ratified by DRC. Co-Supervisor can also be allowed in domains of interdisciplinary and intra-disciplinary nature from the UTDs or from other institutions.
- c) To guide the research scholar to develop the study design and methodology of research.
- d) To periodically review the progress of the research work of the research scholar.
- e) Every six months, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations in the prescribed format (**Annexure D**) along with a copy of Ph.D. scholar's progress report to the HOD/Director concerned for further processing. A copy of such recommendations shall also be provided to the Ph.D. scholar.
- f) In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. program.

(v) Application(s) on the prescribed form (**Annexure C**) for registration to Ph.D. program along with synopsis/research proposal duly approved and signed by the Supervisor

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received upto 31st October/31st March (or as decided by the University from time to time) shall be considered by the Department twice a year.

Note: The candidature for the Ph.D. Registration would be valid for one year (within two cycles of Registration) from the date of his/her eligibility for the registration.

(vi) The registration to Ph.D. Program for Applied Science (Physics, Chemistry, mathematics), Humanities (English) and Management subjects in UIET, shall be handled by the concerned University Teaching Department and the Degree shall be awarded by the concerned Faculty.

(vii)(a) A copy of the synopsis/research proposal of each applicant shall be sent to all the members of the RAC by its Convener, under intimation to the Head of the Department/Director, at least seven days before the meeting. The candidates will be invited to defend their synopsis/research proposal before the RAC.

(b) The RAC may:

Recommend the research proposal in its original form to Departmental Research Committee (DRC) for its consideration.

OR

Recommend the research proposal with amendments to Departmental Research Committee (DRC) for its consideration.

(viii) (A) Head of the Department/Director of the Institute shall place the application(s) along with the recommendations of the RAC before the Departmental Research Committee (DRC). The candidate(s) will also be invited to defend their synopsis/research proposal(s) before the DRC which shall consist of the following:

(a) Head of the Department concerned/Director of the Institute/Centre - Chairperson

(b) All Professors and Associate Professors of the concerned Department/ Institute

(c) One Assistant Professor (eligible to be appointed as Ph.D. Supervisor) from the Department/ Institute nominated by the HOD/ Director by rotation for a period of two years.

(d) Two outside experts nominated by the Vice-Chancellor for a period of two years out of the panel of six experts recommended by the Departmental Committee.

(e) Dean of the Faculty.

(f) Dean (R&D) / Associate Dean (R&D) / Concerned Research Co-ordinators

(g) Supervisor of a candidate if he/she is not a member of DRC (Special Invitee)

(B) 2/5th of the members of DRC shall form the quorum. The proceedings of the meeting of the Departmental Research Committee will be valid if at least one out of two outside experts and one member out of (e) or (f) mentioned as above attends the meeting.

(ix) The Departmental Research Committee may:

Recommend the research proposal recommended by RAC in its original form to Post Graduate Board of Studies (PGBOS)/ Board of Studies (BOS) for its consideration.

OR

Recommend the research proposal recommended by RAC with amendments to PGBOS/ BOS for its consideration.

OR

Reject the proposal and send back to RAC with reasons to be recorded. In this case, the RAC may recommend the fresh proposal by the candidate for consideration by DRC.

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- (x) The recommendations of the DRC for Ph.D. registration shall be placed before the PGBOS/BOS for its consideration and recommendation. The recommendations of PGBOS/BOS shall be placed before the Academic Council for its consideration and approval.
- (xi) After the approval of Ph.D. registration, the candidate shall be duly informed about the same and he/she shall pay the registration fee etc. within a month of the date he/she is directed to deposit fee failing which his/her registration stands cancelled. However, the Vice-Chancellor may extend this period in special circumstances with late fee as prescribed by the University from time to time.
- (xii) Normally, the date of registration of the research scholar shall be the date on which the PGBOS/BOS recommends the registration of the candidate unless otherwise approved by Academic Council.
- (xiii) The list of Ph.D. registered students will be uploaded on the University website by the Registration and Scholarship (R&S) branch of the University within one month after approval of registration by the academic council. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

Note: The whole process of holding the meetings of the Research Advisory Committee, Departmental Research Committee and the PGBOS/BOS shall normally be completed within 3 months from the last date of receipt of application for Ph.D. registration in each cycle. In case the department is not able to meet the deadline the HOD would seek extension with valid reasons for not completing the registration process within the stipulated time from the Vice Chancellor.

10. DURATION OF THE PROGRAM

- i. Ph.D. Program shall be for a minimum duration of three years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. program.
- ii. The registration to Ph.D. stands cancelled upon expiry of six years from the date of admission to Ph.D. program. However, a maximum of an additional two (2) years can be given through a process of re-registration on receipt of application (**as per the format prescribed in Annexure E**) along with the prescribed fee as decided by the University from time to time; provided, however, that the total period for completion of a Ph.D. program should not exceed eight (8) years from the date of admission in the Ph.D. program. It will be the prerogative of the Vice-Chancellor that he/she may refer the matter to a committee comprising the following for consideration of the request of the candidate for granting permission for additional two years:
 - Dean Academic Affairs
 - Dean (R&D) / Associate Dean (R&D)
 - Dean of the Faculty concerned
 - HOD/Director Concerned
 - Supervisor of the candidate

The Committee shall give its recommendations for extension of period in submission of his/her Ph.D. thesis for not more than one year with an annual fee along with late fee prescribed by the University from time to time specifying that no extension will be allowed beyond that period. The recommendations of the Committee shall be referred to the Academic Council for its approval. If the candidate still fails to submit the thesis within this permissible time, his/her registration to Ph.D. stands cancelled.

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- iii. Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. program in such cases should not exceed ten (10) years from the date of admission in the Ph.D. program.
- iv. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. program on receipt of application for the same by the candidate in the prescribed proforma (**Annexure F**).
- v. In exceptional cases, a research scholar may be allowed to de-register from the Ph.D. program after successful completion of minimum duration of two years (after minimum residency period) through a process of de-registration on receipt of application (**as per the format prescribed in Annexure G**) on the recommendation of the RAC and the approval of the BOS/PGBOS and Academic Council. The research scholar shall reregister within a period of two years by submitting the application in the prescribed format (**Annexure E**). The Ph.D. thesis should be submitted within such a period that the period of initial registration, de-registration and re-registration does not exceed the total duration of the Ph.D. program mentioned under **Clause 10(i)**.

11. TOPIC MODIFICATION

A candidate may, normally not later than two years after his/her registration, modify/change the topic of his/her subject on the recommendations of the P.G. Board of Studies/Board of Studies and approval of the Academic Council.

12. CHANGE OF SUPERVISOR

The change of supervisor may be allowed in the following cases:

- i) The supervisor has expired or has left the services of the University or the supervisor proceeds on leave/deputation of more than one year and the research scholar makes a request in writing to change the supervisor.
OR
- ii) By mutual consent of both the supervisor and the Research Scholar.
OR
- iii) In case of extreme hardship where it becomes almost impossible for a candidate/supervisor to continue research work, then the request for change of supervisor be submitted to HOD/Director who shall put the matter before the Departmental Committee as well as the concerned PGBOS/BOS. However, the change in such cases will be allowed after the approval of the Academic Council

The candidate should apply for the change of supervisor in the prescribed format (**Annexure I**).

13. MEDIUM

The medium of instructions and examination shall be Hindi/English/Sanskrit or as prescribed by the concerned PGBOS/BOS.

14. REQUIREMENTS DURING REGISTRATION PERIOD

- i. Every research scholar will be required to show continuous progress during the period of his/her registration which will be monitored by the Research Advisory Committee.
- ii. The research scholar shall submit half yearly progress report on the prescribed Proforma (**Annexure H**) for the period from 1st January to 30th June on or before 31st

- of July and for the period from 1st July to 31st December on or before 31st of January alongwith required annual fee.
- iii. The Research Supervisor shall place the report before the Research Advisory Committee in its meeting to be held preferably in the month of August/February. The research scholar shall also be invited to make a presentation before RAC regarding the progress of his/her work for evaluation and further guidance. The six monthly progress report, duly signed by the RAC, shall be submitted to the HOD/Director with a copy to the research scholar. The progress reports of the Research Scholar shall be placed before DRC on or before 31st March of each year by the HOD/Director who shall forward the same to the R&S Branch after the approval of DRC.
 - iv. In case the progress report/presentation of the research scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures and will communicate the same to the student concerned. After giving proper opportunity to the scholar if the student fails to implement suggestive/corrective measures, the RAC will send the recommendations to the P.G. Board of Studies/Board of Studies for cancellation of the registration. The recommendations of the PGBOS/BOS will be forwarded to R & S branch through concerned Dean of the Faculty.
 - v. Ph.D. student shall publish minimum two research papers (at least one should be published and other may be in press/accepted) from his/her research work of which atleast one should be in Scopus/Web of Science indexed/UGC CARE listed journals. The research scholar shall invariably, be first author and supervisor/co-supervisor/research guide shall be the corresponding author in atleast two research papers. In addition, a research scholar will make two paper presentations in conferences/seminars before the submission of the thesis. The proof of publications and paper presentation must be appended with the thesis.
 - vi. Ph.D. scholars shall be required to attend at least one workshop of one-week duration on research methodology/academic writing/ data or statistical analysis and research related issues within two years from the date of the admission to Ph.D. program. Participation certificate will have to be submitted as proof of having attended it.
 - vii. Prior to the submission of the thesis, the scholar should request the HOD/Director for pre-submission seminar with the permission for the same granted by RAC in the prescribed proforma (**Annexure J**). The HOD/Director shall arrange the pre-submission seminar before the Departmental Committee which shall also be open to faculty members and research scholars of the concerned Department/Centre/Institute. The feedback and comments obtained from them may be suitably incorporated into the thesis.
 - viii. No research scholar shall join any other course of study or appear in any other examination conducted by any University leading to the award of Degree during the period of his/her study, otherwise his/her registration for Ph.D. will be cancelled by the Vice-Chancellor on the recommendations of the P.G. Board of Studies/Board of Studies. The action of the Vice-Chancellor in such cases will be placed before the Academic Council for information.
 - ix. A research Scholar on the recommendation of supervisor duly forwarded by the HOD and approval of Dean R&D can join online/evening/week end course in a Foreign Language or any knowledge/skill enhancement/ value-added Diploma/Certificate course along with Ph.D. program.

15. CANCELLATION OF REGISTRATION

The Vice-Chancellor, on the recommendations of the P.G. Board of Studies/Board of Studies, may cancel the registration of a research scholar whose research work has been reported to be unsatisfactory or found in violation of the provisions of Ph.D. ordinance by the Post Graduate Board of Studies/Board of Studies.

16. APPOINTMENT OF EXAMINERS

- i. After giving pre-submission seminar, the research scholar may make a request for the appointment of examiners along with an abstract of the thesis duly certified by the Supervisor that his/her research work is complete and ready for submission. The P.G Board of Studies/Board of Studies shall recommend a panel of eight external examiners in the prescribed format (**Annexure K**) who shall not be below the rank of Professor to evaluate the thesis. The chairperson will certify that no external examiner in the panel is below the rank of Professor. Ph.D. pre-submission seminar can be held during vacations/ summer, winter breaks on all days except gazetted holidays and Sundays. Wherever possible, one of the external examiners should be chosen from outside state/India. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online after the approval of Vice Chancellor. The viva-voce shall be open to the members of the Research Advisory Committee / faculty members / research scholars.
- ii. However, the Board of Studies while recommending the panel of examiners may ensure that the proposed examiners are from the area of specialization of the Ph.D. thesis. The Board of Studies may ensure that atleast 50% of the examiners in the panel are from places outside the state.
- iii. Efforts should be made to recommend examiners of national and international repute belonging to the leading Institutes/ Universities in the country. It shall be up to the P.G Board of Studies/Boards of Studies concerned to recommend the examiners from outside the Country.
- iv. Panel of the examiners approved by the PGBOS/BOS will be valid for six months. However, the Chairperson may, for satisfactory reasons, extend the period of the panel by a maximum of another six months.

17. GUIDELINES FOR SUBMISSION OF THESIS

- i. The candidate shall submit his/her thesis within six months of pre-submission seminar alongwith the duly filled proforma (**Annexure L**). The thesis shall be an original piece of research work characterized either by discovery of new facts or enunciation of a new theory or by fresh interpretation of known facts or theories. In either case, it should evince the candidate's capacity for critical acumen and judgment.
- ii. The research scholar shall submit three printed/typed copies of the thesis, along with two soft copies of thesis in pdf file on separate CDs. Two copies of thesis meant for evaluation and three copies of summary of thesis should be bound in paper-back form and one copy should be in hard binding, which will be sent to the library. A candidate shall also submit six copies of the summary of the thesis.
- iii. The typing/printing of thesis should be done on both sides of the paper (instead of single side printing) on A-4 size paper in font size '12' in 'Times New Roman' format.
- iv. The thesis should be typed in 1½ space. But the bibliography/references should be typed in single space.

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- e. Small similarity less than 1% (to account for generic terms, name of supervisor, institution, department etc.).
- iii. The admissible level of similarity is 10%.
- iv. Regarding self-Plagiarism or cases where published work of the student is shown as similarity in the check, a certificate (Plagiarism Self Exclusion Certificate) has to be issued by the Supervisor specifying and attaching the articles that have been published by the student from thesis work. Only these articles should be excluded from the check. No other article of the Supervisor or the student should be excluded from the check.
- v. The University Library will issue the Plagiarism Verification Certificate duly countersigned by the Supervisor that the similarity index is acceptable as per UGC guidelines as applicable from time to time and adopted by the University. This certificate is mandatory for submission of thesis and has to be included in the thesis.

19. FEE FOR Ph.D. PROGRAM

The fee for Ph.D. Program shall be applicable as prescribed by the University from time to time.

20. CHECKLIST OF DOCUMENTS

Checklist of documents to be included in the Ph.D. thesis, namely:

- i. Declaration and IPR certificate, as specified in **Clause 17 (vii)**
- ii. Research publications, as specified in **Clause 14 (v)**
- iii. Research paper presentation certificate in an International/National Conference/Seminar, as specified in **Clause 15 (v)**
- iv. Workshop Participation Certificate, as specified in **Clause 14 (vi)**
- v. Plagiarism Verification Certificate, as specified in **Clause 18 (v)** etc.
- vi. Plagiarism Self Exclusion Certificate, as specified in **Clause 18 (iv)**, if need be.
- vii. Declaration regarding compliance of all provisions of Ph.D. ordinance (**Annexure N**).

21. EVALUATION OF THESIS

- i. The thesis shall be evaluated by two external examiners appointed by the Vice-Chancellor out of the panel of external examiners already approved by PG BOS/BOS. At least one external examiner shall be from outside the State or Country. The examiners shall be requested to send their reports within one month.
- ii. Each examiner shall give detailed report on the thesis in the prescribed proforma (**Annexure O**) and make a clear-cut recommendation whether:
The thesis be accepted.

OR

The research scholar be asked to resubmit the thesis with improvements/revisions.

OR

The thesis be rejected

In case the examiner(s) recommend the revisions/improvements of the thesis then he/she may make suggestions for such improvements/revisions as deemed fit. The research scholar shall be required to submit the revised thesis within one year of communication to him/her. After revision, the thesis shall be sent to the same examiner(s) for evaluation, unless he/she expresses his/her inability.

- iii. If one external examiner recommends award of Ph.D. degree and the other recommends rejection, then the thesis shall be sent to the third external examiner for taking a final decision. In any case, there should be two positive recommendations

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from the external examiners for the award of Ph.D. degree.

- iv. The examiners must categorically state whether the thesis is suitable/fit for publication in its original form or in a modified form as spelt out by them.
- v. The examiners shall send a set of questions along with the report that they would like the research scholar to answer in the viva-voce examination.
- vi. A research scholar whose thesis is rejected shall not be registered again for Ph.D. with the same topic.

22. VIVA-VOCE EXAMINATION AND AWARD OF DEGREE

- i. The viva-voce examination shall be held by a Board of Examiners consisting of Supervisor and one of the external examiners who evaluated the thesis, to be nominated by the Vice-Chancellor, within a period of one month of the receipt of reports of evaluation of the thesis. In the event of non-availability of Supervisor with cogent reasons, in conducting viva-voce, the concerned Head of the Department shall act as supervisor. Board of examiners shall submit the recommendation of Viva-Voce examination in the prescribed format (**Annexure P**).
In case, both the external examiners who evaluated the thesis are unable to conduct the viva-voce, the Vice-Chancellor shall appoint another external examiner out of the panel to conduct the viva-voce. The viva-voce shall, unless ordered otherwise by the Vice-Chancellor, be held at Rohtak in the Department concerned. The date, time and the subject of the thesis shall be notified by the Head of the Department among the teachers and the research scholars of the concerned Faculty, who may be permitted to be present at the time of the viva-voce, but they shall have no right to put any question to the examinee. In special circumstances with the permission of Vice-Chancellor, the viva-voce examination can be conducted through online mode, if the scholar and/or the external examiner are unable to attend the viva-voce.
- ii. The COE shall place the reports of the examiners on the thesis as well as on the viva-voce along with RDC proforma (**Annexure Q**) within one month of the viva-voce for consideration for award of Ph.D. before Research Degree Committee (RDC) consisting of the Vice-Chancellor (Chairman), Dean Academic Affairs, Dean (R&D) / Associate Dean (R&D), Dean of the Faculty, Head/Director of concerned UTD/Centre/Institute and the Controller of Examinations who shall act as member secretary of RDC. In the absence of the Vice-Chancellor, the Dean Academic Affairs shall Chair the meeting. Either of the Vice-Chancellor or the Dean Academic Affairs should be there to form the quorum. At least Four out of Seven members will form the quorum of the meeting. If the RDC desires, the Supervisor and the Research Scholar may be asked to appear before the Committee to defend the research work. The Controller of Examinations shall issue the notification of the award of Ph.D. Degree after the recommendation for award of Ph.D. degree by RDC.
- iii. If the Dean of the Faculty or Head of the Department somehow is not able to participate in the meeting, the Vice-Chancellor will co-opt any other senior member of the Faculty, in their place.
- iv. Following the successful completion of the evaluation process and announcements of the award of Ph.D., the University shall submit a soft copy (pdf file) of Ph.D. thesis to UGC within a period of thirty days for hosting the same on INFLIBNET which shall be accessible to all Institutions/ Universities.
- v. Along with the Degree, the University shall issue a certificate certifying that the degree has been awarded in accordance with the provisions of the Ph.D. regulations of the UGC.

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23. PUBLICATION OF THESIS

The permission for publication of the thesis, if applied for by the concerned research scholar may be given by the Vice-Chancellor if the examiners have recommended that the thesis is suitable/fit for publication. 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:

- | | | | |
|-----|------------------------------------|---|-------------|
| (a) | Dean of the Faculty | - | Chairperson |
| (b) | Head of the concerned department | - | Member |
| (c) | Supervisor of the Research Scholar | - | Member |

In case the Dean of Faculty/Head of the Department is the Supervisor, the Vice-Chancellor would nominate some other expert on the committee. The recommendations of the committee shall be referred to the Vice-Chancellor for consideration and approval.

24. Ph.D. THROUGH PART-TIME MODE

Part time Ph.D. program is a research degree program for full time working professionals with minimum of 2 years' experience after their post-graduation with research temperament and keen to pursue their study for doctoral degree. The mode of admission of part time candidate shall be in the following manner

- a. The working professionals who have qualified UGC-NET/UGC-CSIR NET and not availing any type of fellowship/scholarship may also take admission by the procedure mentioned at **Clause 4(A)**
- b. Through entrance test for remaining seats by the procedure mentioned at **Clause 4(B)**

The following conditions apply with regard to Part time Ph.D. seats:

- a) Applicants are required to appear in the entrance examination except the candidates who are exempted from entrance test under **Clause 4 (A)** of this Ordinance.
- b) The candidate for a part-time Ph.D. program should submit a "No Objection Certificate" (as prescribed in Annexure R) from the appropriate authority in the organization where the candidate is employed, clearly stating that:
 - i. The candidate is permitted to pursue studies on a part-time basis.
 - ii. His/her official duties permit him/her to devote sufficient time for research.
 - iii. If required, he/she will be relieved from the duty to complete the course work.
- c) There is no residency period for Part-Time Ph.D. scholars, but they need to attend Ph.D. course work classes and shall maintain a attendance of atleast 15 days per semester after registration which may include weekend days.
- d) In case of part time Ph.D. candidates whose Ph.D. work involving laboratory work (Especially in science subjects) Science disciplines, the RAC should ensure that adequate laboratory facilities are available for the Ph.D. work of the candidate.
- e) Candidates admitted under Part-time Ph.D. program may pursue the course work in regular mode or through **UGC recognized online courses as part of the credit requirements for the Ph.D. program** as prescribed by the Research Advisory Committee.

Duration:

Ph.D. Program shall be for a minimum duration of 4 (Four) years for part time scholars including coursework and a maximum of 6 (Six) years.

25. ORDINANCE FOR SUPERNUMERARY SEATS

A. FOR FOREIGN STUDENTS

One supernumerary Ph.D. seat shall be offered by each faculty member in each Department/Centre/Institute to foreign students. The foreign students should apply for Ph.D. Program under Supernumerary Category in the prescribed form (**Annexure A1**) The merit for foreign students will be prepared on the basis of marks obtained by the candidate in relevant Post Graduate Program and evaluation of research proposal submitted by them. The foreign students shall be required to complete the Ph.D. Program in regular mode.

Note: Candidate who holds a passport/citizenship of a country other than India or who has an OCI (Overseas Citizen of India)/PIO (Person of Indian Origin) Card will be considered as Foreign National.

B. FOR AN OUTSTANDING PROFESSIONAL

A supernumerary Ph.D. seat may be considered/ created in any Department/Centre/Institute for an outstanding professional who has contributed significantly in respective knowledge domain for more than 15 years and who is otherwise eligible for admission to Ph.D. program. The recommendation of creation of such supernumerary seat in any Department/Centre/Institute on the basis of outstanding contribution will be recommended by a committee consisting the following:

- a. Dean Academic Affairs – Chairman
- b. Dean (R & D)
- c. Dean of Concerned Faculty
- d. Two outside eminent experts in the relevant field nominated by the Vice Chancellor.

The committee shall submit its recommendation to the Vice Chancellor for consideration and approval.

The following conditions apply for an outstanding professional

- a) Candidate may pursue Ph.D. program either in regular mode or part time mode.
- b) Candidate admitted under outstanding professional category may pursue the course work in regular mode or through **UGC recognized online courses as part of the credit requirements for the Ph.D. program** as prescribed by the Research Advisory Committee.
- c) There is no residency period for an outstanding professional.

Note:

1. Number of seats under supernumerary category offered by a faculty shall not exceed more than two over and above the seats sanctioned under **Clause 6(3)** of the ordinance at a given point of time.
2. The all-other provisions of supernumerary and part-time Ph.D. programs are at par with the Ordinance of full time Ph.D. Program.

26. FEE STRUCTURE

The details of fee for various processes under Ph.D. Program shall be as per the detail provided in the prospectus for Ph.D. admission. The fee structure is subject to change from time to time by the university.

27. POWER TO REMOVE DIFFICULTIES:

If any difficulty arises in giving effect to the provisions of this Ordinance, the Vice Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty, however subject to ratification of such order by the Statutory bodies of the University.

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ANNEXURE A

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR ADMISSION TO Ph.D. PROGRAM
(Full Time / Part Time)

Recent passport size
 photograph with
 signature of the
 candidate across the
 photograph

1	Name of candidate			
2	Father's Name			
3	Permanent Address			
4	Mobile No.			
5.	Email id			
6.	Date of Birth (as given in Matriculation Certificate)			
7	Nationality			
8	Parivar Pehchan Patra (PPP) ID if available			
9	Category of student (tick the appropriate column – Reservation of other than AIC is applicable only to the candidates of Haryana)	AIC		
		AIC - EWS		
		HOGC		
		HOGC - EWS		
		BC-A		
		BC-B		
		SC		
		DSC		
	DA/PwD/PH/ESM/DFP			
10	Registration No.(In case of ex-student of MDU)			
11	Name of the Department in which Ph.D. admission is sought			
12	Category under which Ph.D. admission (Tick the appropriate one) is sought	a	UGC-NET/UGC-CSIR NET/GATE/ GPAT/ CEED and similar National level tests eligible for fellowship/ Scholarship	
		b	UGC-NET/UGC-CSIR NET qualified candidates	
		c	Supernumerary (Foreign students)	
		d	Entrance test	
		e	Mode of Ph.D.	Full time

13. Details of previous examination passed (Please enclosed copy of Marks card)

Examination passed	Year	Name of University/Board	Marks obtained	Maximum Marks	Percentage
10th					
12th					
Graduation					
Post-Graduation					
UGC-NET/UGC-CSIR NET/GATE/GPAT/CEED and similar National level test (please specify)					

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14. Details of Research Publications:

Title of paper	Details of authors	Year of Publication, Volume No. and Page No.	Journal impact factor, if any (only Thomson Reuters)	Indexing (Scopus/ Web of Science/ UGC CARE List)

15. Details of Employment, if applicable (Enclose NOC from employer as prescribed in Annexure R)

Name of Employer :

Designation :

Working in the organization since _____

16. Details of Migration Certificate, if applicable:

Name of the University :

Program Completed :

DECLARATION BY THE CANDIDATE

- I declare that I have read the rules, the relevant PhD Ordinance and undertake to abide by them.
- I declare that I am not approaching any other University nor I have simultaneously registered for any other certificate, diploma or degree at any other University nor I am appearing at any examination of this University or any other University.
- I hereby declare that the entries furnished in the form and enclosures are true to the best of my knowledge and belief. In case any entry in this form is found to be false, I will have no objection if the University disqualifies me from the program and/or debars me from seeking admission in any program of the University even at a later stage.
- I hereby declare that I shall abide by the rules and regulations of the University issued from time to time

(Signature of candidate)

Check List of enclosures:

Details	Please specify Yes/No, If yes upload the corresponding document
10 th Mark Card	
12 th Mark Card	
Graduation Mark Card	
Post Graduation Marks Card	
Proof of qualifying UGC-NET/UGC-CSIR NET/GATE/GPAT/CEED and similar National level test	
Proof of publications	
Proof of Reserve Category, if applicable	
NOC from employer, if applicable	
Migration Certificate, if applicable	

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ANNEXURE A1

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR ADMISSION TO Ph.D. PROGRAM UNDER
SUPERNUMERARY CATEGORY FOR FOREIGN STUDENTS

Recent passport size
 photograph with
 signature of the
 candidate across the
 photograph

1	Name of Candidate	
2	Father's Name	
3	Permanent Address	
4	Mobile No.	
5.	Email id	
6.	Date of Birth (as given in Matriculation Certificate)	
7	Nationality	
8	Passport No.	
9	Registration No.(In case of ex-student of MDU)	
10	Copy of Research Proposal	Enclose the research proposal as per prescribed in Annexure 'B'
11	Name of the Department in which Ph.D. admission is sought	

12. Details of previous examination passed (Please enclosed copy of Marks card)

Examination passed	Year	Name of University/Board	Marks obtained	Maximum Marks	Percentage
Graduation					
Post-Graduation					

13. Details of Research Publications:

Title of paper	Details of authors	Year of Publication, Volume No. and Page No.	Journal impact factor, if any (only Thomson Reuters)	Indexing (Scopus/ Web of Science/ UGC CARE List)

14. Details of Equivalency Certificate, if applicable:

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DECLARATION BY THE CANDIDATE

1. I declare that I have read the rules, the relevant PhD Ordinance and undertake to abide by them.
2. I declare that I am not approaching any other University nor I have simultaneously registered for any other certificate, diploma or degree at any other University nor I am appearing at any examination of this University or any other University.
3. I hereby declare that the entries furnished in the form and enclosures are true to the best of my knowledge and belief. In case any entry in this form is found to be false, I will have no objection if the University disqualifies me from the program and/or debars me from seeking admission in any program of the University even at a later stage.
4. I hereby declare that I shall abide by the rules and regulations of the University issued from time to time

(Signature of candidate)

Check List of enclosures:

Details	Please specify Yes/No, If yes upload the corresponding document
Graduation Mark Card	
Post Graduation Marks Card	
Proof of publications	
Equivalency Certificate, if applicable	
Copy of Passport	

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Annexure B1

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
FORMAT FOR SUBMISSION OF RESEARCH PROPOSAL

1. Title Page (one page):

Name of Student	
Name of the Department/Centre/Institute/Affiliated College	
Name of the Faculty	
Name of the Supervisor and with his/her Designation and Affiliation	
Name of the Co-Supervisor and with his/her Designation and Affiliation	
Proposed Title of the Thesis	

2. Introduction (one page)

(Aims and Objectives of the Research in about 300 words)

3. Review of the Previous Work (national and international) (3-4 pages)

(Critical review of the related work issue wise; not a chronological abstraction. Should organize the literature reviewed in a matrix form for example, with issues as columns and references as rows; or otherwise. Should highlight the updates at every progress review)

4. Identification of Research Gap and Problem (one page)

(Should be linked with the Literature Review with emphasis on importance of the proposed work)

5. Expected Impact on Academics/ Industry (one page)**6. Methodology of the Research Work (one-two pages)****7. Major Inputs (infrastructure) Required (one page)****8. List of up- to-date References (in APA style)**

(Name & Signature of the Candidate)

(Name and Signature of Supervisor and
Cosupervisor (if any))

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Annexure C

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR REGISTRATION TO Ph.D. PROGRAM

Recent passport
size photograph
with signature of the
candidate across the
photograph

1	Name of candidate			
2	Father's Name			
3	Permanent Address			
4	Mobile No.			
5	Email id			
6	Name of the Department/Centre/Institute			
7	Name of the Faculty			
8	Registration No. (In case of ex-student of MDU)			
9	Proof of completion of Ph.D. course work	Enclose copy of Ph.D. course work marks card		
9	Topic of Proposed Research Work (Enclose the copy of Synopsis as per Annexure B1)			
10	Category under which Ph.D. admission has been taken (Tick the appropriate one)	a	UGC-NET/UGC-CSIR NET/GATE/ GPAT/ CEED and similar National level tests eligible for fellowship/ Scholarship	
		b	UGC-NET/UGC-CSIR NET qualified candidates	
		c	Supernumerary (Foreign students)	
		d	Entrance test	Full time
11	Details of Fee Paid	Rs. vide receipt no. (Enclose original fee receipt/Online receipt if fee paid vide online)		
12	Name of the supervisor along with Designation and Affiliation			
13	Name of the co-supervisor, if any along with Designation and Affiliation			

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14. Details of the academic/research qualification/experience of the proposed supervisor/Cosupervisor (details of experience at U.G. and P.G. level to be given separately, Enclose a copy of brief biodata of supervisor and Cosupervisor if any).

	Designation	Name of institution	Experience at PG Level	
Academic qualification				
Teaching experience PG Level				
Teaching experience UG Level				
Post-Doctoral Research Experience				

DECLARATION BY THE CANDIDATE

1. I declare that I have read the rules, the relevant PhD Ordinance and undertake to abide by them.
2. I declare that I am not approaching any other University nor I have simultaneously registered for any other certificate, diploma or degree at any other University nor I am appearing at any examination of this University or any other University.
3. I hereby declare that the entries furnished in the form and enclosures are true to the best of my knowledge and belief. In case any entry in this form is found to be false, I will have no objection if the University disqualifies me from the program and/or debars me from seeking admission in any program of the University even at a later stage.
4. I hereby declare that I shall abide by the rules and regulations of the University issued from time to time

(Signature of candidate)

CERTIFICATE OF CONSENT BY SUPERVISOR

I hereby give my consent to act as Supervisor for Mr./Ms.....

Date:

(Signature of the Supervisor)

CERTIFICATE OF CONSENT BY CO-SUPERVISOR (If Any)

I hereby give my consent to act as Co-Supervisor for Mr./Ms.....

Date:

(Signature of the Co-Supervisor)

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CERTIFICATE OF ELIGIBILITY OF SUPERVISOR/CO-SUPERVISOR

Certified that

1. Prof./Dr. (Supervisor)
2. Prof./Dr. (Co-Supervisor, if any)

fulfils the eligibility conditions required for a Supervisor/Co-Supervisor as laid down under concerned **Clause** of the Ph.D. Ordinance.

Date:

(Signature of the HOD/Director)

RECOMMENDATIONS OF THE RESEARCH ADVISORY COMMITTEE

i.	Recommended without any modifications	
ii.	Recommended with conditions, please specify briefly	
iii.	Not Recommended, brief reasons are to be given	

Note: Please enclose the copy of Research Advisory Committee Minutes

(Signature of Convener of RAC)

RECOMMENDATIONS OF THE DEPARTMENTAL RESEARCH COMMITTEE

i.	Recommended without any modifications	
ii.	Recommended with conditions, please specify briefly	
iii.	Not Recommended, brief reasons are to be given	

Note: Please enclose the copy of Departmental Research Committee Minutes

Date:

(Signature of the Chairman of DRC)

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RECOMMENDATIONS OF THE BOARD OF STUDIES / PG BOARD OF STUDIES

i.	Recommended without any modifications	
ii.	Recommended with conditions, please specify briefly	
iii.	Not Recommended, brief reasons are to be given	

Note: Please enclose the copy of Board of Studies/PG Board of Studies Minutes

Date:

(Signature of the Chairman of BOS/PGBOS)

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Annexure D

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

PROFORMA FOR SUBMISSION OF HALF YEARLY PROGRESS REPORT OF REGISTERED RESEARCH SCHOLARS

FOR THE PERIOD OF
1st Jan to 30th June OR 1st July to 31st December
(Strikeout whichever is not applicable)

PART- I

1	Name of Department/Centre/institute			
2	Name of Research Scholar			
3	Address of Scholar			
4	Registration No.			
5	Date of Ph.D. Registration			
6	Topic of research as approved by the BOS/Academic Council			
7	Change in initial topic, if any. If yes, new topic and date of change			
8	Nature of Fellowship, if any:			
9	Details of leave availed during the period under report, if any.			
10	Date of annual presentation (s)			
11	Details of Fee Paid (Enclose the copy of receipts)	Details of Fee	Amount (Rs.)	Fee receipt dated
		First Registration		
		1 st Year Annual Fee		
		2 st Year Annual Fee		
		3 st Year Annual Fee		
		4 th Year Annual Fee		
	Extension Fee paid if any			
12	Date of last RAC meeting			
13	Research work done during the period under Report (Attach the details as Annexure)			
14	Details of publications during the period of report (Enclose copy of Publication)			
15	Details of presentations during the period of report (Enclose proof of presentation)			

Note: The progress report should be submitted in triplicate. First copy to be retained by the Department, second copy to be forwarded to R&S branch by the department & third copy to be retained by the candidate.

(Signature of candidate)

PART-III

Specific recommendations of DRC

Date

Signature of DRC Chairman

(The minutes of DRC be attached)

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ANNEXURE E

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR RE-REGISTRATION TO Ph.D. PROGRAM

Photograph

1	Name of Department/Centre/institute				
2	Name of Research Scholar				
3	Father's Name				
4	Permanent Address				
5	Registration No.				
6	Date of registration				
7	Date of Deregistration				
8	Justification for Reregistration	Automatic cancellation of Ph.D. registration upon expiry of 4 years from the date of admission to Ph.D. program	Specific Reason (Specify)		
9	Details of Fee Paid	Rs. vide receipt no. (Enclose original fee receipt/Online receipt if fee paid vide online)			
10	Nature of extension sought	Beyond 4 years	Beyond 5 years	Beyond 6 Years	Beyond 7 years
	Enclose a copy of all extension letters beyond 4 years, if applicable	YES / NO	YES / NO	YES / NO	YES / NO
11	Date up to which extension is sought				
12	Number of publications in Scopus/Web of Science/ UGC Care listed journals from the Ph.D. research work (Attach Proof)				
Justification of Research Scholar verified by the Supervisor					
13	Proposed Research Objectives	Status of completion	Research Scholar's Justification for Non completion of the objective	Verification remarks by the Supervisor	
	a) Objectives of the work				
	i) Objective 1				
	ii) Objective 2				
	iii) Objective 3				
	iv) Objective 4				
	Add columns as per requirement to showcase all objectives				

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14. Details of Ph.D. Progress:

Details of Ph.D. Progress Report submission	Scheduled date of progress report submission	Actual Date of submission of progress report	Recommendation of RAC (Satisfactory/ Unsatisfactory)	Justification of Research Scholar for delay in submission of progress report	Verification remarks by the Supervisor
First Progress Report (0-6 months)					
Second Progress Report (7-12 months)					
Third Progress Report (13-18 months)					
Fourth Progress Report (19-24 months)					
Fifth Progress Report (25-30 months)					
Sixth Progress Report (31-36 months)					
Seventh Progress Report (37-42 months)					
Eighth Progress Report (43-48 months)					
Ninth Progress Report (49-54 months) if applicable					
Tenth Progress Report (55-60 months) if applicable					
Eleventh Progress Report (61-66 months) if applicable					
Twelfth Progress Report (67-72 months) if applicable					
Thirteenth Progress Report (73-78 months) if applicable					
Fourteenth Progress Report (79-84 months) if applicable					

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		Justification of the Research Scholar	Verification Remarks by the Supervisor
15	Justification of non-completion of work in the first extension period, if applying for second extension		
16	Circumstances which hampered the progress		
17	Justification of the Research Scholar for grant of extension of period for submission of his/her thesis		

(Name and Signature of Supervisor)

(Name and Signature of Candidate)

Remarks of Supervisor	
1	Has the candidate made sincere efforts to complete the work in time?
2	Will the thesis be completed within the extension period asked for?

Signature of Supervisor

Remarks/Recommendations of HOD/Director

Signature of HOD

Remarks/Recommendations of Dean of Concerned Faculty

Signature of Dean

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Annexure F

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR MATERNITY LEAVE

Name of Department/Centre/institute		
Name of the Faculty		
Date of Ph.D. Registration		
Title of Ph.D. research work		
Name of the Supervisor		
Name of the co-supervisor if any		
Correspondence Address:		
Email and Mobile Number		
Period of maternity leave requested (Enclose Supporting Document) (Maximum of 240 days allowed as per rules)	From	To

DECLARATION

I intend to return to my studies on and undertake to complete and submit my thesis. I understand that the period of maternity leave will be added to the expected submission date of my thesis.

Date:

Signature of candidate

SUPERVISOR USE ONLY

Recommended/Not Recommended (If not recommended, Please specify the reason thereof)	
Supervisor's Name:	
Date	Signature of Supervisor

(Signature of HOD/Director)

Signature of D.R/ A.R. (Registration & Scholarship)

Approved / Not Approved

(Signature of Registrar)

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ANNEXURE G

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR DEREGISTRATION TO PH.D. PROGRAM UNDER CLAUSE 10 (5)
OF Ph.D. ORDINANCE

Photograph

1	Name of Department/Centre/institute	
2	Name of Research Scholar	
3	Name and address of Supervisor and Cosupervisor (if any)	
4	Father's Name	
5	Permanent Address	
6	Registration No.	
7	Date of registration	
8	Justification for Deregistration	
9	Details of Fee Paid	Rs. vide receipt no. (Enclose original fee receipt/Online receipt if fee paid vide online)
10	Report on Progress made before Deregistration (enclose as Annexure)	

(Name and Signature of Candidate)

Remarks/Recommendations of RAC (Enclose of copy of RAC minutes)

Signature of Convener of RAC (Supervisor)

Recommendations of PGBOS/BOS (Enclose copy of PGBOS/BOS minutes)

Signature of Chairman, PGBOS/BOS

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Annexure H

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR CHANGE OF Ph. D. WORK PLACE

1	Name of Research Scholar	
2	Date of registration in Ph.D. program	
3	Title of Thesis	
4	Name, Designation and Affiliation of Existing Supervisor(s)	
5.	Details of Progress of Ph. D Work of candidate (as on date) (Status of Ph.D. course work, research progress and publication details) To be duly certified by the Supervisor and HOD/Director of the candidate where he/she is currently registered	
6	Justification for the change (To be duly certified by the Supervisor and HOD/Director of the candidate where he/she is currently registered)	
6	Details of proposed Ph.D. Thesis Supervisor / Co-Supervisor(s) at MDU (Enclose the copy of Consent)	
7	Details of Fee Paid	Rs. vide receipt no. (Enclose original fee receipt/Online receipt if fee paid vide online)

(Signature of the candidate)

Recommendation of RAC (Enclose copy of RAC minutes) Recommended / Not Recommended <p style="text-align: right;">Signature of Convenor of RAC</p>
Recommendation of DRC (Enclose copy of DRC minutes) Recommended / Not Recommended <p style="text-align: right;">Signature of Chairman, DRC</p>
Recommendation of PGBOS/BOS (Enclose copy of PGBOS/BOS minutes) Recommended / Not Recommended <p style="text-align: right;">Signature of Chairman, PGBOS/BOS</p>

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Annexure I

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

APPLICATION FOR CHANGE/SUBSTITUTION/ADDITION OF Ph. D. THESIS SUPERVISOR(S)

1	Name of Research Scholar	
2	Name, Designation and Address of Existing Supervisor(s)	
3	Name, Designation and Address of Existing Co-Supervisor(s) if any	
4	Date of registration in Ph.D. program	
5.	Details of Existing Supervisor / Co-Supervisor to be Changed/Substituted	
6	Details of proposed Supervisor / Co-Supervisor to be added	
7	Justification for the change / Substitution / addition of Supervisor / Co-supervisor	
8	Details of Fee Paid	Rs. vide receipt no. (Enclose original fee receipt/Online receipt if fee paid vide online)

Signature of Student

(Name and Signature of outgoing Supervisor/Co-supervisor)	(Name and Signature of incoming supervisor/Co-supervisor)
---	---

Recommendation of RAC (Enclose copy of RAC minutes) Recommended / Not Recommended <p style="text-align: right;">Signature of Convenor of RAC</p>
Recommendation of DRC (Enclose copy of DRC minutes) Recommended / Not Recommended <p style="text-align: right;">Signature of Chairman, DRC</p>
Recommendation of PGBOS/BOS (Enclose copy of PGBOS/BOS minutes) Recommended / Not Recommended <p style="text-align: right;">Signature of Chairman, PGBOS/BOS</p>

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Annexure J

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
PERMISSION OF RESEARCH ADVISORY COMMITTEE TO SUBMIT THE
Ph.D. RESEARCH SUMMARY

1	Name of Department/Centre/institute	
2	Name of Research Scholar	
3	Registration No.	
4	Date of registration	
5	Topic of the Research	
6	Name of the Supervisor	
7	Name of the Co-Supervisor, if any	

REVIEW & RECOMMENDATIONS

1	Research progress	Satisfactory / Not Satisfactory
2	Status of compliance of research paper publications	Complied / Not Complied (If complied enclose copy of Research Publications)
3	Status of compliance of conference presentations	Complied / Not Complied (If complied enclose copy of certificates of conference presentations)
4	Status of compliance of one-week mandatory research methodology workshop	Complied / Not Complied (If complied enclose copy of certificate)
3	Permission granted for submission of research summary and preparation of thesis	Yes / No
4	Permission granted for submission of research summary with conditions (please specify the conditions)	
5	Other remarks, if required	

(Signature of Convener of RAC)

(RAC Member 1)

(RAC Member 2)

(RAC Member 3, if any)

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Annexure K

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
PANEL OF EXAMINERS FOR EVALUATION OF Ph.D. THESIS

1	Name of Department/Centre/institute	
2	Name of Research Scholar	
3	Registration No.	
4	Date of registration	
5	Topic of the Research	
6	Name of the Supervisor	
7	Name of the Co-Supervisor, if any	

S.No.	Name and address of the examiner not below the rank of Professor	Contact No. (Mobile Number)	Email id
Details of External Examiners within state			
1			
2			
3			
4			
Details of External Examiners outside state/ India			
5			
6			
7			
8			

Signature of Members of BOS/PGBOS

<p>Signature of Members of BOS/PGBOS</p>

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Annexure L

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR SUBMISSION OF Ph.D. THESIS (No Column Be Left Blank)

Recent passport
size photograph
with signature of the
candidate across the
photograph

1	Name of Research Scholar	
2	Father's Name	
3	Contact Details along with Mobile No. & Email ID	
4	Name of Department/Centre/institute	
5	Name of the faculty	
6	Registration No.	
7	Date of registration	
8	Topic of the Ph.D. Thesis	
9	Name of the Supervisor	
10	Name of the Co-Supervisor, if any	
11	Date of pre-submission seminar	
12	Details of Fee Paid	Rs. vide receipt no. (Enclose original fee receipt/Online receipt if fee paid vide online)

13. No Dues Certificate / No Objection Certificate

S. No.		Signature of the concerned HOD / Director / Branch Officer with seal
1	Department/Centre/institute	
2	Library	
3	Accounts Branch	
4	Registration & Scholarship Branch	

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DECLARATION BY THE CANDIDATE

Certified that nothing is due from me and I am submitted herewith 03 copies of my Ph.D. thesis in the Department / Centre / Institute of on

(Signature of the Research Scholar)

Endst. No. **Dated:**

1. Three Copies (two soft bound and one hard bound) of the thesis of Mr./Ms. are being sent to Secrecy Branch of M.D. University, Rohtak.
2. The panel of examiners duly approved by the BOS/PGBOS has been sent on or will be sent later on.
3. Research paper(s) attached duly verified by the Supervisor.

(Signature of HOD/Director)

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Annexure M

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
PLAGIARISM VERIFICATION REPORT

1	Name of Research Scholar	
2	Date of Registration	
2	Name of Supervisor	
3	Name of Co-supervisor if any	
4	Title of Thesis	
5	Name of Department/Centre/institute	
6	Name of the faculty	

This is to report that the above thesis was scanned for similarity detection. Process and outcome are given below:

Name of the software Used		Total Word Count	
Similarity Index		Date of Verification	

The complete report is submitted for review by the Supervisor / HOD.

Checked by

(Name & Signature of University Librarian/Rep)

The complete report of the above thesis has been reviewed by the undersigned.

A. The Similarity Index is below accepted norms: Yes / No

B. The similarity index is above accepted norms: Yes / No

If yes, because of the following reasons:

1.
2.
3.
4.
5.

The thesis may be considered for the award of degree.

Signature of Supervisor

Signature of Student

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Annexure N

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DECLARATION FOR SUBMISSION OF THESIS

Name of Student	
Name of the Department / Centre / Institute / Affiliated College	
Name of the Faculty	
Date of Registration to Ph.D. program	
Date of Re-registration to Ph.D. program, if any	
Name of the Supervisor with Designation and Address	
Name of the Co-Supervisor with Designation and Address	
Title of the Thesis	

I/We certify that

- (i) Thesis work embodies the original work of the candidate and has not been earlier submitted for Diploma/any Degree or
- (ii) that research scholar has put in minimum the residency period at the designated place of work with at least one of the supervisor as prescribed in the relevant ordinance (Fulltime / Part time / Supernumerary)
- (iii) Due compliance to all the provisions of Ph.D. ordinance has been met.

(Signature of student)

Names and Signature of Thesis Supervisor / Co-supervisor if any

.....

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Annexure O

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK
EXAMINER'S REPORT ON Ph.D. THESIS**

1. Name of the candidate :
2. Regn No. :
3. Title of Thesis :

The examiner is requested to send his/her report / recommendations under the following heads:

1. General and critical appreciation of the thesis:

2. Positive aspects of the thesis indicating the good points:

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3. Negative aspects if any:

--

4. Specific recommendations regarding publication of the thesis:

<p>The evaluator will state categorically whether in his or her opinion:</p> <p>a) Thesis is fit for publication OR b) It should be referred back to the candidate for making modification before its publication (Please specify the reason on a separate sheet)</p>	
---	--

5. Recommendations:

I. a)	<p>Whether the thesis is a piece of research work characterized either by discover of new facts OR Enunciation of a new theory OR By fresh interpretation of known facts of theories</p>	
b)	<p>Whether the thesis evinces candidate's capacity for critical analysis/examination and judgment so far as its literary presentation is concerned</p>	
II	<p>The evaluator will state categorically whether in his or her opinion:</p> <p>a) Thesis should be accepted for the award of Ph.D. degree OR b) It should be referred back to the candidate for presenting it again in revised form OR c) It should be rejected</p>	

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6. Questions for Viva (at least six questions may be given)

(Signature of the examiner)

(Name, Designation, Address along with Mobile No. of the examiner)

Note: If necessary, blank sheets may be added to complete the report under any particular head(s) above

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Annexure P

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
REPORT OF VIVA-VOCE EXAMINATION OF Ph.D. THESIS

1	Name of Department/Centre/institute	
2	Name of the Faculty	
3	Name of Research Scholar	
4	Registration No.	
5	Date of registration	
6	Thesis Title	
7	Date of Ph.D. Viva-Voce Examination	

COMPOSITION OF VIVA-VOCE BOARD

1	Name of the Supervisor with his/her affiliation	
2	Name of the External Examiner with his/her affiliation	

REPORT OF THE VIVA-VOCE BOARD

The viva-voce examination is satisfactory and the candidate is recommended for the award of Ph.D. Degree	
The viva-voce examination is not satisfactory (Please specify the reasons).	

(Signature of Supervisor)

(Signature of External Examiner)

(Countersigned by HOD/Director)

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ANNEXURE Q

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
PROFORMA FOR RESEARCH DEGREE COMMITTEE (RDC) MEETING

Name of the Faculty	
Name of the Department/Centre/Institute	
Title of Thesis	

Ph.D. Scholar Report Card

1	Name of Research Scholar	
2	Address	
3	Telephone No. and E. Mail	
4	Mother's Name	
5	Father's Name	
6	Name and Designation of Supervisor Address	
7	Name and Designation of Co-Supervisor, If any Address	
8	Mode of Admission	
9	Date of registration (Enclose copy of Registration Letter)	

10 Details of Half Yearly Progress Reports

S. No.	Period	Date on which sent to Registration Branch	Progress Status (Satisfactory/ Unsatisfactory)

11. Details of Annual Seminar

Sr. No.	Date on which annual seminar was presented

12. Key Dates

Date of Regn.	Date of Deregistration if any	Date of Reregistration if any	Date of pre submission seminar	Thesis submitted on	Viva Voce Exam held on

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13. Research paper published out of thesis:

Sr. No.	Title of paper	Name of Journal/Volume/issue/Year/Page No(s)	ISSN Number	Impact Factor /Indexing if any
1.				
2.				
3.				

14. Conference Presentations out of thesis:

Sr. No.	Title of paper	Name of Conference	Date of conference
1.			
2.			
3.			

15. Examiners Report

Examiners	Thesis sent	Reports Received on	Recommendations of examiner
First			
Second			

16. Main contributions made by the Research Scholar (less than 200 words)**17. Reports of Examiners (each less than 150 words)**

Examiner 1:

Examiner 2:

18. Recommendations of External Examiners who conducted the viva voce**19. Correction. If any indicated in the reports:**

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20. Corrections carried out if any:

Supervisor

Countersigned by HOD

Recommendation of RDC Committee

Recommended / Not Recommended for the award of Ph.D. Degree		
(HOD/Director)	(COE)	(Dean of the Faculty)
Dean (R&D) / Associate Dean (R&D)	(Dean Academic Affairs)	(Vice-Chancellor)

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Annexure R

NO-OBJECTION CERTIFICATE FOR PART-TIME Ph.D. CANDIDATES

(This should be typed on the letter head of the employee's organization)

Reference No.:

Date:

To

HOD/Director

Maharshi Dayanand University,
Rohtak – 124001

Sub.: No-Objection Certificate for pursuing Part-Time Ph.D. program at MDU, Rohtak

Sir,

We have no objection if Mr./Ms----- an employee of our organisation/ institute, is admitted to the Ph.D. Program in the ----- Department/Centre/Institute for Ph.D. program at MDU, Rohtak as a part-time student. It is certified that he/ she has completed ----- years of service in our organization/ institute as a regular employee.

It is also certified that Mr./Ms. -----

- i. Permitted to pursue his/her studies on a part-time basis.
- ii. His/her official duties permit him/her to devote sufficient time for research.
- iii. If required, he/she will be relieved from the duty to complete the course work.

Signature & Seal of Head of the Organization/ Institute



MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(Established under Haryana Act No. XXV of 1975)
'A+' Grade University accredited by NAAC

**MINUTES OF THE MEETING OF THE FACULTY OF PHYSICAL SCIENCES
HELD ON 12.10.2023 AT 2:30 PM IN THE COMMITTEE ROOM OF FACULTY
DEVELOPMENT CENTRE, M. D. UNIVERSITY, ROHTAK**

The following were present:

- | | |
|---|---|
| 1. Prof. S.C. Malik, Dean, Faculty of Physical Sciences | Chairperson |
| 2. Prof. Sapna Garg | |
| 3. Prof. Dalip Singh | |
| 4. Prof. Sanjay Kumar Dahiya | |
| 5. Prof. Rajesh Parmar | |
| 6. Prof. Jitender Singh Sikka | |
| 7. Prof. Rajeev Kumar | |
| 8. Prof. Sumeet Gill | |
| 9. Prof. Rajender Singh | |
| 10. Prof. Devender Singh | |
| 11. Dr. Sajjan | |
| 12. Dr. Savita | |
| 13. Dr. Preeti Rani | |
| 14. Dr. Hari Om | |
| 15. Dr. Anju Panwar | |
| 16. Dr. Priti | |
| 17. Dr. Rajesh Kumar Malik | |
| 18. Prof. Sanjeev Makan | |
| 19. Prof. Tarun Das | Outside Expert
Outside Expert
(Attended online)
Member Secretary |
| 20. Registrar | |

1. Confirmed the minutes of the previous meeting of the Faculty of Physical Sciences held on 03.05.2023 (Annexure-I, Pages- A-B, already circulated).

2. Noted the follow up action of the previous meeting of the Faculty of Physical Science held on 03.05.2023 (Annexure-II, Pages-C, already circulated)

3. Considered the recommendations of the PGBOS in Statistics made vide Reso. No. 1 in its meeting held on 02.09.2023 that the Scheme of Examinations (for all 5 years) and Syllabus (1st and 2nd semesters) of 5-Year Integrated Program in Statistics in the light of NEP-2020 w.e.f. the session 2023-24 may be prescribed as per Annexure-III, Pages 1-23
RESOLVED THAT THE SYLLABI OF 5-YEAR INTEGRATED PROGRAM IN STATISTICS (1ST AND 2ND SEMESTERS) W.E.F. THE SESSION 2023-24 BE APPROVED FOR OPTING MINOR PAPERS AND MULTIDISCIPLINARY PAPERS BY THE STUDENTS OF THE OTHER DISCIPLINES.

FURTHER RESOLVED THAT THE INTRODUCTION OF 5-YEAR INTEGRATED PROGRAM IN STATISTICS FROM THE SESSION 2024-25 AND THE SCHEME OF EXAMINATIONS (FOR ALL 5 YEARS) OF THE SAID PROGRAM FROM THE SESSION 2023-24 BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION AND APPROVAL.

[Signature]

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HOWEVER IT WAS ALSO RESOLVED THAT THE SCHEME OF EXAMINATIONS OF 5-YEAR INTEGRATED PROGRAM IN STATISTICS WILL BE EFFECTIVE FROM THE SESSION 2024-25 FOR THE STUDENTS OF STATISTICS DEPARTMENTS.

4. Considered the recommendation of the UGBOS in Computer Science & Applications made vide Reso. No. 2 & 3 in its meeting held on 27.04.2023 that:
- i. 4-year UG Program in Computer Applications (BCA) may be introduced from the session 2023-24 in purview of the Department of Computer Science & Applications.
 - ii. The Scheme of Examinations (for all 4 years) and Syllabus (1st and 2nd semesters) of 4-year UG Program in Computer Applications (BCA) in the light of NEP-2020 w.e.f. the session 2023-24 may be prescribed as per Annexure-IV, Pages 24-45 (already circulated)

RESOLVED THAT THE SYLLABI OF 4-YEAR UG PROGRAM IN COMPUTER APPLICATIONS (BCA) (1st AND 2nd SEMESTERS) W.E.F. THE SESSION 2023-24 BE APPROVED.

FURTHER RESOLVED THAT THE INTRODUCTION OF 4-YEAR UG PROGRAM IN COMPUTER APPLICATIONS (BCA) AND THE SCHEME OF EXAMINATIONS (FOR ALL 4 YEARS) OF THE SAID PROGRAM FROM THE SESSION 2023-24 BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION AND APPROVAL.

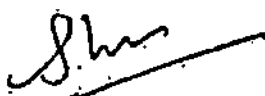
5. Considered the recommendations of the PGBOS in Mathematics made vide Reso. No. 1 in its meeting held on 09.09.2023 that the Scheme of Examinations (for all 5 years) and Syllabus (1st and 2nd semesters) of 5-Year Integrated M.Sc. Mathematics Programme in the light of NEP-2020 w.e.f. the session 2023-24 may be prescribed as per Annexure-V, Pages 46-78 (already circulated).

RESOLVED THAT THE SYLLABI OF 5-YEAR INTEGRATED M.Sc. MATHEMATICS PROGRAM (1st AND 2nd SEMESTERS) W.E.F. THE SESSION 2023-24 BE APPROVED AFTER CERTAIN AMENDMENTS AS SUGGESTED IN THE MEETING OF THE FACULTY. THESE AMENDMENTS WERE APPROVED IN THE MEETING OF THE FACULTY ITSELF AND THE HoD MATHEMATICS WAS ASKED TO SUBMIT THE REVISED SYLLABUS AS APPROVED/AMENDED IN THE MEETING OF THE FACULTY.

FURTHER RESOLVED THAT THE SCHEME OF EXAMINATIONS (FOR ALL 5 YEARS) OF THE SAID PROGRAM FROM THE SESSION 2023-24 BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION AND APPROVAL.

6. Considered the recommendations of the UGBOS in Chemistry dated 09.09.2023 that the Scheme of Examinations and Syllabus of multidisciplinary paper "Chemistry in Everyday Life" in the light of NEP-2020 w.e.f. the session 2023-24 may be prescribed as per Annexure-VII, Pages 93-94 (already circulated).

RESOLVED THAT THE SYLLABI OF THE ABOVE SAID MULTIDISCIPLINARY COURSE FROM THE SESSION 2023-24 BE APPROVED.



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FURTHER RESOLVED THAT THE SCHEME OF EXAMINATIONS OF THE ABOVE SAID COURSE BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION AND APPROVAL.

- 7. Considered the recommendations of the Departmental Committee in Physics dated 11.09.2023 that the Scheme of Examinations and Syllabus of Minor and Multidisciplinary courses for Curriculum and Credit Framework for Undergraduate Programmes in the light of NEP-2020 w.e.f. the session 2023-24 may be prescribed as per Annexure-VI, Pages 79-92 (already circulated).

RESOLVED THAT THE SYLLABI OF THE MINOR AND MULTIDISCIPLINARY COURSES FROM THE SESSION 2023-24 BE APPROVED.

FURTHER RESOLVED THAT THE SCHEME OF EXAMINATIONS OF THE SAID COURSES BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION AND APPROVAL.

Sharma
18/10/23
REGISTRAR

DEAN FACULTY OF PHYSICAL SCIENCES

Sharma
18/10/2023



प्र. मनिय र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary

D.O. No.F.2-71/2022 (CPP-II)

Subject: Fee Refund Policy 2023-24

Respected Madam/Sir,

The University Grants Commission receives many representations/complaints from the students/parents on the non-refund of fees by the Higher Education Institutions (HEIs) on cancellation/withdrawal of admissions.

Students should be allowed a full refund of fees within a specified period to opt for a course they choose.

The Commission has considered the matter in its 570th meeting held on 27 June 2023, and after considering the relevant factors decided the following fee refund policy for the academic session 2023-24:

Notwithstanding anything contained in any guidelines/prospectus/notification/schedule, a full refund of fees shall be made by the HEIs on account of all cancellations of admission/migrations of students up to 30 September 2023 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2023.

For any admission schedule extending/commencing beyond/after 31 October 2023, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fee and Non-Retention of Original Certificates shall apply (reproduced below for ready reference):

Category	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received in the HEI
(1)	100%	15 days or more before the formally notified last date of admission
(2)	90%	Less than 15 days before the formally notified last date of admission
(3)	80%	15 days or less after the formally notified last date of admission
(4)	50%	30 days or less, but more than 15 days after formally notified last date of admission
(5)	00%	More than 30 days after formally notified last date of admission

वहादुरगढ़ अफ़्त मार्ग, नई दिल्ली-110002
Ph.: 011-23236288/23239337 / Fax: 11-23230050 / E-mail: ugc@uac.gov.in
Dattabhai Shahu Zaidar Marg, New Delhi-110002



It may also be noted that the UGC has notified the Redressal of Grievances of Students Regulations, 2023 wherein "delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time" has been defined as one of the grievances.

The Higher Education Institutions are requested to ensure compliance with the fee refund policy for the academic session 2023-24 and redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

Any HEI violating the provisions of UGC Fee Refund Policy 2023-24 shall be liable for punitive action as notified in Clause 5 of the UGC Notification on Refund of Fees and Non-Retention of Original Certificates issued in October 2018.

With regards,

Yours sincerely,

(Manish Joshi)

To,

- The Vice-Chancellors of all Universities
- The Principals/Directors of all Colleges / Institutes.