

I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY

Estd. Under Punjab Technical University Act, 1996
(Punjab Act No. 1 of 1997)

Ref. No. : IKGPTU /Reg./ 1150

Dated : 13/06/16

ਡਾਇਰੈਕਟਰ / ਪ੍ਰਿੰਸੀਪਲ

ਆਈ.ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਤੋਂ ਮਾਨਤਾ ਪ੍ਰਾਪਤ ਕਾਲਜ

ਵਿਸ਼ਾ: ਆਈ.ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਵਿੱਚ ਮਾਨਤਾ ਪ੍ਰਾਪਤ ਕਾਲਜਾਂ ਵਿੱਚ ਪ੍ਰਿੰਸੀਪਲ / ਫੈਕਲਟੀ ਦੀ ਚੋਣ ਸਬੰਧੀ।

ਆਈ. ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਦੀ 47^{ਵੀਂ} ਅਕਾਦਮਿਕ ਕੌਂਸਿਲ ਦੇ ਏਜੰਡਾ ਨੰਬਰ 47.09 ਅਤੇ 61^{ਵੀਂ} ਬੋਰਡ ਆਫ ਗਵਰਨਰਜ਼ ਦੇ ਏਜੰਡਾ ਨੰਬਰ 61.03 ਅਨੁਸਾਰ ਆਈ.ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਨਾਲ ਸਬੰਧਤ ਸਮੂਹ ਕਾਲਜਾਂ ਵਿੱਚ ਪ੍ਰਿੰਸੀਪਲ/ਡਾਇਰੈਕਟਰ ਅਤੇ ਫੈਕਲਟੀ ਆਦਿ ਦੀ ਭਰਤੀ ਦੀ ਪ੍ਰਕਿਰਿਆ ਅਨੁਲਗ VII ਦੇ ਨਿਯਮਾਂ ਅਨੁਸਾਰ ਹੋਵੇਗੀ।

ਆਦਰ ਸਹਿਤ

ਰਜਿਸਟਰਾਰ 10/6/16.

ਉਤਾਰਾ:

1. ਡੀਨ (ਅਕਾਦਮਿਕ)
2. ਡਾਇਰੈਕਟਰ (ਕਾਲਜ ਵਿਕਾਸ)

ਜੀ ਨੂੰ ਸੂਚਨਾ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

Annexure - VII

Guidelines for Selection Process of Principal and Faculty in Affiliated Institutes of IKG Punjab Technical University

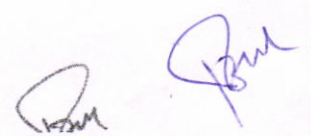
Concept Note: I.K.Gujral Punjab Technical University is determined to disseminate the quality education in its campuses and affiliated institutes established throughout the Punjab. At present University have 121 AICTE and 65 UGC institutes affiliated with it. Due to massive extension and wide acceptability of engineering education in last decade, various issues related to its standardization has been aroused. The most prominent factor effecting the dissemination of quality education is the availability of good faculty. IKG PTU has initiated many projects to tackle this shortage of faculty, University has organized more than 400 Faculty Development Programmes, and various grants for faculty and research have been disbursed among the colleges. It has been realized that a universal mechanism for the appointment of faculty shall be placed in order among affiliated institutes. This will not only affects the students by ensuring quality education to them but also give a fair and transparent opportunities to the deserving candidates to adopt teaching as a profession in a respectful manner. Earlier also the University has initiated this process (file attached at Annexure -I) but could not be conceptualized at that moment. The norms for selection procedure of the faculty (in tune with UGC guidelines) to be followed by affiliated with IKGPTU are attached herewith.

Submitted for further discussion and approval please, UGC Guidelines regarding selection committee of faculty UGC in its guideline under gazette number *THE GAZETTE OF INDIA, September 18, 2010(BHADRA 27, 1932)* has specified the guidelines for the selection committee of the faculty and Principal

Selection Process

1. Inviting of Application: The institute shall invite applications by advertisements in two leading newspapers as under

- i. Minimum in two leading Newspaper
 - At Punjab State level (One minimum)
 - At National level (One minimum)
- ii. Medium
 - English Newspaper (One Minimum)
 - Punjabi Newspaper(One Minimum)
- iii. At the Advertisement information should be clearly mentioned.
 - College Name
 - Number of Posts
 - Post Status (Temporary, Adhoc, Under leave, Regular)
 - Eligibility as per Rules of AICTE/UGC/State Govt./PTU
 - Pay Scale



- iv. Minimum 15 days should be required from the date of advertisement
- v. After 15 days, if institute did not find minimum three eligible candidates (in each discipline). Re-advertisement should be published within one month of the previous advertisement by given 7 days time for candidate applications.
- vi. Both advertisement applications should be considered for interview. Those candidates, who have apply during first advertisement, need not to apply during second advertisement.

It is mentioned here that if college did not receive any applications from eligible candidates during the above process. College can appoint faculty on contracted for the duration of six months. After completion of six months, above process will be repeat by the institute till the appointment of eligible faculty.

2. Submission of Applications to-the University :-

- 1. The institute must submit one set of all applications received in the college to the University at least one week before the date of interview. However for the post of Principal/Director duplicate copy of application shall be submitted to the University by the applicant.

3. Reservation Policy

- Reservation will be mentioned in the Advertisement. Reservations Policy of Punjab Govt./PTU/U.T/Govt. of India will be applicable.
- Undertaking regarding Reservation will be given by the Director/Principal.

If college did not obey the reservation policy, strict action shall be taken against the institute.
Once these guidelines have been approved the University will also start the process of rectifying the selection process of already working faculty in its affiliated institutes

Selection Committees

The University shall follow the selection committee as per UGC norms and it will be updated accordingly whenever UGC change these norms. The present structure of selection committee as mentioned in THE GAZETTE OF INDIA, September 18, 2010(BHADRA 27, 1932, UGC guidelines is reproduced as below:-

I Selection committee for the appointment of Principal:

- a) The selection Committee for the post of College Principal shall have the following composition:-
 - 1. Chairperson of the Governing Body as Chairperson.



2. Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
 3. One nominee of the Vice Chancellor who shall be a Higher Education expert. In case of colleges notified/declared as minority educational institution, one nominee of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating University of whom one should be a subject expert.
 4. Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the governing Body of the college) out of a panel of six experts approved by the relevant statutory body of the university concerned.
 5. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- b) At least five members, including two experts, should constitute the quorum.
- c) All the selection procedures of the selection committee shall be completed on the day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring Performa and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee
- d) The term of appointment of the college principal shall be FIVE years with eligibility for reappointment for one more term only after a similar selection committee process.

II *Selection committee for the appointment of faculty : Assistant Professor in colleges including private colleges:*

- a) The Selection Committee for the post of Assistant Professor in the colleges including private colleges shall have the following composition.
- i. Chairperson of the Governing Body of the college or his/her nominee from among the members of the Governing body to be Chairperson of the Selection Committee.
 - ii. The Principal of the college.
 - iii. Head of the Department of the concerned subject in the college.
 - iv. Two Nominee of the Vice Chancellor of the affiliating university of whom one should be a subject expert. In case of colleges notified/declared as minority educational institution, Two nominees of the chairperson of the college from out of a panel of five names, preferably from minority communities, recommended by the Vice Chancellor of the affiliating university from the list of expert suggested by the relevant statutory body of the college, of whom one should be a subject expert.
 - v. Two subject-expert not connected with college to be nominated by the chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject expert approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority

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educational Institution, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the Colleges out of the Panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject expert approved by the relevant statutory body of the college.

- 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.
- b) To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.
- c) For all levels of teaching position in Government colleges, The State Public Services Commissions/ Teacher Recruitment Boards must invite three subject expert for which the concerned University, be involved in the selection process by the state PSC.
- d) For all levels of teaching positions Constituent college(s) of a university, the selection committee norms shall be similar to that to the posts of department of the university.

III. *Selection committee for the appointment of faculty : Associate Professor in colleges including private colleges:*

- a) The Selection Committee for the post of Assistant Professor in the colleges including private colleges shall have the following composition.
 - i. The Chairperson of the Governing Body or his/her nominee from among the members of the Governing body to be Chairperson of the Selection Committee.
 - ii. The Principal of the college.
 - iii. Head of the Department of the concerned subject from the college.
 - iv. Two University repetitive nominated by the Vice Chancellor, one of whom will be the dean of college Development Council or equivalent position in the University, and the other must be expert in the concerned institutions, two nominee of the Chairperson of the college from out of a panel of five names, preferably from minority communities, recommended by the Vice Chancellor of the affiliating university list of expert suggested by the relevant statutory body of the college, of whom one should be a subject expert.
 - v. Two subject-expert not connected with college to be nominated by the chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject expert approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institution, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the Colleges out of the Panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject expert approved by the relevant statutory body of the college.



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.

b) To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.

It is proposed that the selection committee as proposed in UGC guidelines shall be accepted by IKGPTU to bring improvement in the selection process of principal and faculty in its affiliated institutes.

Further to ensure transparency in selection process these measures could be adopted

