

GURU NANAK DEV UNIVERSITY, AMRITSAR

Advt. No. _____ Name of the Candidate : _____

(A) SHORT LISTING CRITERIA

**Score card Proforma for the Post of Deputy Director Physical Education
(To be filled in by the Candidate)**

University Grants Commission in its notification UGC Regulation (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), 2016 has given a broad structure to be followed for short listing/ appointment of candidates to the post of Deputy Director Physical Education & Sports under the University System (in University and colleges) in Appendix III Table V (B) as under:

	Deputy Director Physical Education & Sports (Stage 4)	
Selection Criteria / (Total Weightage =100)	Committee Weightage	a) Research papers (3 nos) evaluation : (40%) b) Organisational skills/ Plans of sports (30%) c) Interview performance: (30%)

(a) Research Papers (3 nos) evaluation : (40%)

**(I) RESEARCH PAPERS PUBLISHED IN REFEREED JOURNALS AS NOTIFIED BY THE UGC
(Maximum points for University/College DPE * for refereed journals = 25 per publication).**

Sr. No.	Title with page no.	Journal	ISSN/ISBN No.	Whether peer reviewed Impact factor, if any	Sr. No. of the Journal as per UGC notified List of Journals	No. of Co-authors	Whether you are the main author	Self Assessed Points	Points verified by the Screening Committee
1									
2									
3									

Maximum points of (3 nos.) = 75

**(II) RESEARCH PAPERS PUBLISHED IN OTHER REPUTED JOURNALS AS NOTIFIED BY THE UGC
(Maximum points for University/College DPE * for other reputed journals = 10 per publications).**

Sr. No.	Title with page no.	Journal	ISSN/ISBN No.	Whether peer reviewed Impact factor, if any	Sr. No. of the Journal as per UGC notified List of Journals	No. of Co-authors	Whether you are the main author	Self Assessed Points	Points verified by the Screening Committee
1									
2									
3									

Note : Points scored by a candidate for three highest scoring papers out of max. points of 75 will be converted to 40% weightage as per the formula given below:

Formula for converting the marks to 40% weightage = $\frac{\text{Marks Secured}}{75} \times 40$

75

(b) Organisational skills/ Plans of sports (30%)

Sr. No.	Category of Tournaments (Max. 100 Points)	Points per Tournament	No. of Tournaments	Points Claimed	Points Verified
1	International Level recognized by AIU/ IOA/ Govt. of India	10			
2	All India Inter-University/National Level recognized by AIU/ IOA/ Govt. of India	7.5			
3	Inter University/ Zonal Level recognized by AIU/ Govt. of India	5			
4	Inter College/ University Level	2.5			

Points scored by a candidate out of maximum points of 100 will be converted to 30% weightage as per the formula given below:

$$\text{Formula} = \frac{\text{Points Secured}}{100} \times 30$$

Total of the Points Claimed : _____

Date : _____

Signature of the Candidate

Note :

- **Marks claimed must be supported by documentary evidence attached with the application.**
- **No claim subsequently will be entertained.**
- **Wrong claiming of marks will lead to disqualification**
- **Please do not fill column of Verification**

(B) QUALIFYING CONDITION ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS

ACADEMIC PERFORMANCE INDICATORS (APIs) FOR DIRECT RECRUITMENT OF DEPUTY DIRECTOR PHYSICAL EDUCATION & SPORTS AND DIRECTOR PHYSICAL EDUCATION & SPORTS IN UNIVERSITIES AND COLLEGES.

Self-Assessment for the Performance Based Appraisal System (PBAS) for Academic Performance Index (API) as per University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016.

APPENDIX –III Table –V (B)

Minimum Scores for APIs for direct recruitment of Physical Education Cadres in University departments / Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

Direct Recruitment of Deputy Director Physical Education & Sports (Stage 4)	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)
Direct Recruitment of Director Physical Education & Sports (Stage 5)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)

PBAS PROFORMA FOR CALCULATING API SCORE

(Note: Please read the instructions given at the end of the Proforma for calculating API score in each Category)

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Physical Education Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for direct recruitment of Deputy DPE&S and DPE&S.

Category II	Nature of Activity	Actual Score : Actual hours spent per Academic Year ÷ 10	Self Assessed Score	Score verified by the Screening Committee
a.	a) Student related co-curricular, extension and field based activities (i) Discipline related co-curricular activities (Cultural, Sports, NSS, NCC etc.) (various levels of intramural and extramural programmes) (ii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.) (Maximum API Score : 15)			
b.	b) Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities(including as Principal / Director / Convener / similar other duties that require regular office hrs for its discharge) (Maximum API Score : 15)			
c.	c) Professional Development activities (such as participation in seminars, conferences, short term training courses, camps & events, talks, lectures in refresher / faculty development courses, membership of associations, dissemination and general articles and any other contribution) (Maximum API Score : 15)			

CATEGORY: III. RESEARCH AND ACADEMIC CONTRIBUTION

Based on the self-assessment, API scores are proposed for research and sports contributions. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for direct recruitment of Deputy Director of Physical Education & Sports and Director of Physical Education & Sports.

III (A) RESEARCH PAPERS

III (A) (I) RESEARCH PAPERS PUBLISHED IN REFEREED JOURNALS AS NOTIFIED BY THE UGC

(Maximum score for University/College DPE * for refereed journals = 25 per publication).

Sr. No.	Title with page no.	Journal	ISSN/ISBN No.	Whether peer reviewed Impact factor, if any	Sr.No. of the Journal as per UGC notified List of Journals	No. of Co-authors	Whether you are the main author	Self Assessed API Score	Score verified by the Screening Committee
1									
2									

III (A) (II) RESEARCH PAPERS PUBLISHED IN OTHER REPUTED JOURNALS AS NOTIFIED BY THE UGC

(Maximum score for University/College DPE * for other reputed journals = 10 per publications).

Sr. No.	Title with page no.	Journal	ISSN/ISBN No.	Whether peer reviewed Impact factor, if any	Sr.No. of the Journal as per UGC notified List of Journals	No. of Co-authors	Whether you are the main author	Self Assessed API Score	Score verified by the Screening Committee
1									
2									

III (B) PUBLICATIONS OTHER THAN JOURNAL ARTICLES (BOOKS, CHAPTERS IN BOOKS)

III(B) (I) Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.

(Maximum score for University/ College DPE * = 30 per book for single author)

S.No.	Title with page no.	Book Title, editor & publisher	ISSN/ISBN No.	Whether peer reviewed.	No. of Co-authors and date of publication	Whether you are the main author	Self Assessed API Score	Score verified by the Screening Committee
III (B) (II) Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.								
(Maximum score for University/ College DPE * = 20 per book for single author)								

III (B) (III) Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.

(Maximum score for University/ College DPE * = 15 per book for single author)

III (B) (IV) Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.

(Maximum score for University/ College DPE * = International –10 per Chapter National – 5 per Chapter)

* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors

III (C) RESEARCH PROJECTS

III (C) (i) (a) Sponsored Projects

(a) MAJOR PROJECTS

Major Projects with grant above Rs. 5 lakhs. (Faculties of Physical Education& Sports)

(Score = 20 per project)

Major Projects with grants above Rs. 3 lakhs upto Rs.5 lakhs (Faculties of Physical Education& Sports)

(Score = 15 per project)

S.N.	Title	Agency	Period	Grant/ Amount Mobilized (Rs Lakhs)	Self Assessed API Score	Score verified by the Screening Committee

(b) MINOR PROJECTS

Minor Projects with grants above Rs. 1 lakhs upto Rs. 3 lakhs. (Faculties of Physical Education& Sports)

(Score = 10 per project)

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III (C) (ii) Consultancy Projects

Amount mobilized with a minimum of Rs.2 lakhs (Faculties of Physical Education& Sports)

(Score = 10 for every Rs. 2 lakhs)

S.N.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakhs)	Whether Policy Documents/Patent as outcome	Self Assessed API Score	Score verified by the Screening Committee

III (C) (iii) Projects Outcome/Outputs

Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central/State Govt./ Local Bodies

International Bodies (Score=30)

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Central Govt. (Score=20)

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State Govt. (Score=10)

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Local Bodies (Score=5)

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III (D) RESEARCH GUIDANCE

III(D) (i) M.Phil.	Degree Awarded (Score = 5 per candidate)		Self Assessed API Score	Score verified by The Screening Committee
III(D) (ii) Ph.D.	Degree awarded (Score = 15 per candidate)	Thesis submitted (Score = 10 per candidate)	Self Assessed API Score	Score verified by The Screening Committee

III (E) Awards / Fellowships/Invited lectures delivered / papers presented in conferences / seminars

III (E) (i) Awards/Fellowships

S.N.	Title of Fellowships/Awards	Date(s) of the event	Organized by	Self Assessed API Score	Score verified by the Screening Committee
(a)	International Award/Fellowship from Govt./recognized International Sports Bodies/International Sports Organizations (Faculties of Physical Education& Sports)				
	Score = 15 per Award / 15 per Fellowship				

(b) National Award/Fellowship from Govt./recognized National Sports Bodies/National Sports Organizations (Faculties of Physical Education& Sports) Score = 10 per Award / 10 per Fellowship					
(c) State / University Award/Fellowship from Govt./recognized State Sports Bodies/State Sports Organizations (Faculties of Physical Education& Sports) Score = 5 per Award					

III (E) (ii) Invited Lectures / Papers							
S.No.	Title of Lecture/ Academic Session	Title of Conference/Seminar etc.	Date(s) of the event	Organized by	Whether International/ National/ State/University Level	Self Assessed API Score	Score verified by the Screening Committee
INVITED LECTURES							
(a) International Level (Score = 7 per lecture)							
(b) National Level (Score = 5 per lecture)							
(c) State/University Level (Score = 3 per lecture)							
PAPER PRESENTED							
(a) International Level (Score = 5 per paper presented)							
(b) National Level (Score = 3 per paper presented)							
(c) State/ University Level (Score = 2 per paper presented)							
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period.							

**III (F) DEVELOPMENT OF E-LEARNING DELIVERY PROCESS/MATERIAL:
(Score = 10 per module)**

S.No.	Details	Authorized/Sponsored by	Self Assessed API Score	Score verified by the Screening Committee

Summary of the Scores Claimed:

CATEGORY	CRITERIA	API CLAIMED
Category –II		
(a)	STUDENT RELATED CO-CURRICULAR ACTIVITIES	
(b)	CORPORATE LIFE AND MANAGEMENT	
(c)	PROFESSIONAL DEVELOPMENT ACTIVITIES	
TOTAL SCORE OF CATEGORY – II		
Category-III		
(A)	RESEARCH PUBLICATION IN JOURNALS	
(B)	BOOK PUBLICATION OR CHAPTER IN BOOK	
(C)	RESEARCH PROJECTS	
(D)	RESEARCH GUIDANCE	
(E)	AWARDS, FELLOWSHIP, PAPER , LECTURES	
(F)	DEVELOPMENT OF E- LEARNING MATERIAL	
TOTAL SCORE OF CATEGORY – III		

LIST OF ENCLOSURES: (Please attach copies of certificates, sanction orders, research papers etc. wherever necessary)

- | | |
|----|----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10 |

I certify that the information provided is correct as per records available and/or documents enclosed along with the duly filled PBAS Format.

Date:

Signature of the Candidate

Interview Performance (30%)

Interview before Selection Committee: maximum 30 Points

All the applications received shall be scrutinized by a Screening Committee and a list of all the candidates fulfilling the minimum eligibility qualifications shall be prepared and points

be awarded to all such candidates shall be calculated on the basis of the above criteria.

1. After allocation of points to all the eligible candidates, the Screening Committee will draw a list of all candidates indicating the points scored by them in descending order i.e. starting from the candidate getting the highest points from the category (a) & (b).
2. In case of tie in the points of two or more candidates, the candidates having the higher/ highest Points at the Master's level shall be ranked above the other (s).
3. For each first vacancy 6 candidates will be called for interview and assessment of Domain Knowledge according to Merit and 3 candidates for every additional vacancy. **In case therequired number of applications are not received then the minimum number of applicants to be invited for interview shall be decided by the Vice- Chancellor.**
4. The Points awarded to the candidates during the process of screening of applications shall be used for selection process and in interview by the Selection Committee
5. The University shall display the criteria for short listing/screening of applications on its website.
6. In case of any dispute with regard to screening of applications, the decision of the University shall be final.

**Standard Operating Procedure to be followed for appointment of Deputy Director
Physical Education & Sports (Stage 4) at the University Campus**

1. Online applications on the prescribed format shall be invited from the eligible candidates for various posts of Deputy Director Physical Education & Sports through an open advertisement to be published in the newspapers as well as posted on the University website (www.gndu.ac.in).
2. The applicants will be required to fill up the Score Card Proforma duly approved by the Syndicate, available at www.gndu.ac.in/Advertisement.
3. After receipt of applications, scrutiny of applications shall be done by the Screening Committee to check the documents as well as eligibility of the applicants.
4. For each first vacancy 6 candidates will be called for interview and assessment of Domain Knowledge according to Merit and 3 candidates for every additional vacancy. **In case the required number of applications are not received then the minimum number of applicants to be invited for interview shall be decided by the Vice-Chancellor.**
5. The Screening Committee will verify the marks claimed by the applicant in the Score Card and prepare a merit list based on the Score Card.
6. Screening Committee shall also send recommendation to invite 6 candidates for each first vacancy and 3 candidates for every additional vacancy (as approved by the Syndicate) for the interview from the merit list.
7. The constitution of the Selection Committee shall be as per UGC Regulations 2010 under Clause 5.0.0 and sub clause 5.1.2 and 5.1.3 for appointments. At least four members, including two outside subject experts shall constitute the quorum.
8. The final Selection of the candidates will be made by the Selection Committee considering the following parameters:

- | |
|---|
| <ol style="list-style-type: none">a) Research papers (3 nos) evaluation : (40%)b) Organisational skills/ Plans of sports (30%)c) Interview performance: (30%) |
|---|

Brief Explanation Category II

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Physical Education Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for direct recruitment of Deputy DPE&S and DPE&S. The model table below gives groups of activities and API scores.

Nature of Activity	Maximum API Score	Actual score
a) Student related co-curricular, extension and field based activities (i) Discipline related co-curricular activities (Cultural, Sports, NSS, NCC etc.) (various levels of intramural and extramural programmes) (ii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year ÷ 10
b) Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities (including as Principal / Director / Convener / similar other duties that require regular office hrs for its discharge)	15	Actual hours spent per academic year ÷ 10
c) Professional Development activities (such as participation in seminars, conferences, short term training courses, camps & events, talks, lectures in refresher / faculty development courses, membership of associations, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷ 10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and sports contributions. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education & Sports to higher grades and Selection Committee for direct recruitment of Deputy Director of Physical Education & Sports and Director of Physical Education & Sports.

Category	Activity	Faculties of Physical Education& Sports	Max. score for University/College DPE*
III (A)	Research Publications in	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter
* Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.			

III (C) RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 5 lakhs	20 per Project
		Major Projects with grants above Rs.3 lakhs up to Rs.5 lakhs	15 per Project
		Minor Projects with grants above Rs. 1 lakh up to Rs.3 lakhs	10 per Project
III (C)(ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.2 lakhs
III (C)(iii)	Projects Outcome / Outputs	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies	Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D) RESEARCH GUIDANCE			
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D)(ii)	Ph.D.	Degree awarded / Thesis submitted	15 / 10 per candidate 10 per candidate
III E	Awards / Fellowships/Invited lectures delivered / papers presented in conferences / seminars		
III(E) (i)	Award / Fellowship	International Award/Fellowship from Govt./recognized International Sports Bodies/International Sports Organizations	15 per Award / 15 per Fellowship
	Award / Fellowship	National Award/Fellowship from Govt./recognized National Sports Bodies/National Sports Organizations	10 per Award / 10 per Fellowship
	Award /Fellowship	State / University Award/Fellowship from Govt./recognized State Sports Bodies/State Sports Organizations	5 Per Award
III(E) (ii)	Invited lectures / papers presented	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			
III(E)	Development of e-learning delivery process/material		10 per module