



दिल्ली कॉलेज ऑफ आर्ट्स एण्ड कॉमर्स  
DELHI COLLEGE OF ARTS & COMMERCE  
दिल्ली विश्वविद्यालय  
(University of Delhi)

नेताजी नगर नई दिल्ली - 110023  
Netaji Nagar, New Delhi - 110023

11.03.2024

**NOTICE**

Applications are invited for the post of Vice-Principal in the College from the eligible teachers with the following requisite qualifications as per provisions of Ordinance-XVII to XIX clause 4(4) ***“An existing Senior Faculty, who fulfill the qualifications for the post of Principal, may be designated as Vice-Principal by the Governing Body of the College on the recommendation of the Principal, for a tenure of two years, who can be assigned specific activities, in addition to concerned faculty member’s responsibilities.”***

The qualifications for the appointment of Principal (OTHER THAN PHYSICAL EDUCATION AND MEDICAL COLLEGE) in Colleges are in accordance with the UGC regulations and their subsequent amendments as adopted by University of Delhi: -

- (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 Annexure I.

**Applications along with a detailed CV and supportive documents in a sealed envelope addressed to the Principal should reach the Principal’s Office on or before 17<sup>th</sup> March, 2024.**

  
**Prof. Rajiv Chopra**  
प्राचार्य **Principal**  
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Delhi College of Arts & Commerce  
(दिल्ली विश्वविद्यालय) / (University of Delhi)  
नेताजी नगर, नई दिल्ली-110023  
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**Copy to:**

1. College website
2. Staff Room Notice Board



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**Annexure-I**

**Guidelines for Screening of candidates for appointment to the post of Vice-Principal in the Colleges per UGC Regulations and as adopted by the University of Delhi.**

Applications received shall be screened as per details given below:

1. Methodology 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 and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.)

S.No.	Academic/Research Activity	Faculty of Sciences /Engineering/Agriculture/Medical / Veterinary Sciences & other related disciplines	Faculty of Languages/ Humanities/Arts /Social Sciences/Library/ Education/Physical Education / Commerce/ Management & other related disciplines
1.	Research Papers in Refereed/ Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
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		



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	(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
	Content writer/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
<b>4.</b>	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M. Phil./PG 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 On going:		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
<b>5.</b>	(a) Patents		
	International	10	10
	National	07	07



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	(b)*Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	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.



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**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/Paperpresentation 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.