

**Sub.-: Engagement of Experts, Support staff on short term basis**

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In pursuance of Regulations (i) Haryana State Higher Education Council (Engagement of Experts) Regulation 2023 and (ii) Haryana State Higher Education Council (Appointment of temporary Staff) Regulation 2023 earlier uploaded on Council website on 03.04.2023 and advertisement for inviting online applications from eligible candidates for the engagement of experts, support staff on short term basis and the domains in which the experts and support staff would be required were uploaded on 11.07.2023.

Now in reference to aforesaid advertisement, the modus operandi (formula) for the selection of candidates suggested by a committee constituted and approved by the competent authority is hereby uploaded on the Council website.

**A. Criteria for short listing candidates for engagement of Experts**

Academic Record				
1.	10 <sup>th</sup> /Matriculation	80% and above=7.5	70% to less than 80%= 5	60% to less than 70%=2.5
2.	10+2 or Equivalent	80% and above=7.5	70% to less than 80%= 5	60% to less than 70%=2.5
3.	Graduation	80% and above=7.5	70% to less than 80%= 5	60% to less than 70%=2.5
4.	Post Graduation	80% and above=7.5	70% to less than 80%= 5	60% to less than 70%=2.5
5.	NET/Ph.D	2.5		
6.	NET+ Ph.D	5		
Experience				
7.	Experience in relevant domain for the position applied for	<p><b>Curriculum Designing:</b> (15 Max.) Membership of Academic Council: 10; Board of Studies: 7.5; Staff Council (5 marks) for each completed year and 2.5 marks for each completed 6 months but less than one year)</p> <p><b>Faculty Training in Blended modes under FDP (15 Max.)</b> Certificate course in Computer Application: 2.5; Diploma in Computer Application: 5; Degree in Computer Application or Sciences: 7.5; Any certificate from the HOD or the employer regarding the use of ICT: 5 marks for each completed year and 2.5 marks for each completed 6 months but less than one year; experience of organizing FDPs: 2.5 marks for each programme</p> <p><b>Planning, Research and Implementation of National Policy on Education (15 Max.):</b> Organization or participation in workshop on National/ State Education Policy or Nodal Officer or equivalent assignment for implementation of Education Policy: 7.5 marks; Paper Presented or published or national newspaper article published on Education Policy: 5 marks; Supervision of PhD Research 3 marks for each completed thesis; Project Fellow/ Principal Investigator of any project on Education Policy: 5 marks</p> <p><b>Expert in Report Writing/ Compilation and Media Publicity (15 Max.):</b> Certified experience of compiling and writing of annual reports of the institution or preparation of NAAC self-study report or data compilation and uploading of NIRF reports: 5 marks for each report; writing of media reports or press releases for the institution : 5 marks for each completed year and 2.5 marks for each completed 6 months but less than one year; writing of project reports : 5 marks</p>		

**Note:-** The number of shortlisted candidates to be called to appear before the selection committee shall be top 10 per category of vacancy/position advertised on the basis of marks scored as per the above criteria.

**B. Criteria for selection at the time of interview of shortlisted candidates**

The selection from amongst the candidates called to appear before the selection committee will be made by the selection committee on the basis of the following:-

- (i) Marks scored as per A. above = 50 (max.)
  - (ii) Assessment of competency and performance by the selection committee =50 (max)
- Total= 100 (max)

Assessment of competency and performance will include the following:-

- a. Accessing, downloading, consolidating and analysing data, ICT knowledge= 10 (max.)
- b. Language proficiency/communication (Hindi and English), noting and drafting = 10 (max.)

There may be organized a test to assess the potential of the candidate on a and b

- c. Power Point Presentation: 10-15 slides on the domain area= 15 marks
- d. Over all personality, decision-making, confidence and leadership quality, general awareness about the development of education, policy planning and reforms in education, establishment of higher education institutions and related fields = 15

**Criteria for short listing candidates for engagement of Support Staff**

A.

Academic Record				
1.	10 <sup>th</sup> /Matriculation	80% and above=10	70% to less than 80%=7.5	60% to less than 70%=5
2.	10+2 or Equivalent	80% and above=10	70% to less than 80%=7.5	60% to less than 70%=5
3.	One year Diploma in Computer Applications	80% and above=10	70% to less than 80%=7.5	60% to less than 70%=5
4.	Graduation	80% and above=10	70% to less than 80%=7.5	60% to less than 70%=5
Experience				
5.	Experience in any State Govt., Govt. of India, Govt. Undertaking, Societies	20(Max.) (5 marks) for each completed year and 2.5 marks for each completed 6 months but less than one year)		

**Note:-** The number of shortlisted candidates to be called to appear before the selection committee shall be top 10 per position advertised on the basis of marks scored as per above criteria.

**a. Criteria for selection of shortlisted candidates**

The selection from amongst the candidates called to appear before the selection committee will be made by the selection committee on the basis of the following:-

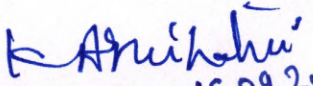
- (i) Marks scored as per A. above = 60 (max.)
  - (ii) Assessment of competency and performance by the selection committee =40 (max)
- Total= 100 (max)

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Assessment of competency and performance will include the following:-

- a. Accessing, downloading, consolidating and analysing data, ICT knowledge= 10 (max.)
- b. Language proficiency/communication (Hindi and English), noting and drafting, decision making = 10 (max.)
- c. Proficiency in operation of Computer (word processing and spread sheets) = 10 (max.)
- d. Over all personality, general awareness about development of education, policy planning and reforms in education and related fields = 10 (max.)

There will be organized a test to assess the potential of the candidate on a, b and c.

  
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