



**UNIVERSITY OF BALTISTAN, SKARDU**  
**Minutes of the Assessment Criteria for Various Academic Positions**  
**Date: November 24, 2023**  
**Venue: Office of the Registrar, Main Campus, Hussainabad Skardu**

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**Convener:**

1. Dr. Abdul Matin Director QEC/Professor

**Secretary and Members:**

2. Mr. Waseem Ullah Jan Malik Registrar (Member)
3. Dr. Haji Karim Khan Director Academics (Member)
4. Dr. Shafqat Hussain Director ORIC (Co-opted Member)
5. Mr. Khadim Hussain Assistant, QEC (Secretary)

**PROCEEDINGS:**

A meeting was held in the Office of the Registrar, University of Baltistan, Skardu with the aim to review the previous Assessment Criteria for various academic positions. The Convener shared the single agenda item with the members for discussion and their remarks. The members meticulously reviewed the Assessment Criteria and discussed the agenda item in detail.

**Single agenda Item: Review of assessment criteria for the post of Professor, Associate Professor, Assistant Professor and Lecturer.**

All the members discussed each category one by one in detail and unanimously agreed on the following assessment criteria as shown in Annexure 1.

**Annexure- I**

**Assessment Criteria (Teaching Position)**

**Assessment Criteria for teaching positions will be specified as follows:**

		<b>Lecturer</b>	<b>Assistant Professor</b>	<b>Associate/ Professor</b>	<b>Professor</b>
<b>Test (Optional)</b>					
1	Test (Optional)	50%	50%	N/A	N/A
<b>Assessment Rubrics/Parameters</b>					
1	Academic Record	52	52	N/A	N/A
2	Relevant Experience	8	10	10	10

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3	Research Publications	10	20	50	50
4	BS/MS/MPhil/PhD Supervision	10	08	20	20
5	Research Grants	N/A	N/A	10	10
6	Post doctorate	N/A	10	10	10
<b>Total</b>		80	100	100	100
<b>Interview</b>					
1	Content Knowledge	60	60	60	60
2	Communication & Teaching Skills	30	30	30	30
3	Aptitude & Personality	10	10	10	10
<b>Total</b>		100	100	100	100
<b>Qualification &amp; Experience+ Interview</b>					
<b>Totals</b>		<b>180</b>	<b>200</b>	<b>200</b>	<b>200</b>

### Test:

- The Vice Chancellor may decide to conduct test for Lecturer and Assistant Professor on time-to-time and case-to-case based on the initial screening on 50% weightage. The University may select/appoint external testing body or internal committee to conduct the test.
  - Less than 50% marks in test or final evaluation shall be considered fail or not recommended. Maximum five and minimum two candidates must be called for interview (After scrutiny). In case of less than two eligible candidates, the post shall be re-advertised.
  - In case of maximum applicants, only top five (05) candidates will be shortlisted.
1. **Academic Record:** The marks will be given to the candidate on the basis of their academic record, according to the Criteria given in “Marks distribution (Academic Record)” table below
    - a. In case of additional degree(s) (other than the minimum requirement) only subject relevant higher degree will be given marks. *(This will only be applicable for Lecturer)*
    - b. The candidates having multiple degrees at the same level, only one with maximum score will be counted for the calculation.
    - c. The annual system will be evaluated on the basis of percentage and semester system based on CGPA.
    - d. If CGPA and Percentage are given in the mark sheet/transcript, the CPGA will be considered for calculation.

### Marks distribution (Academic Record for the Lecturer)

Qualification	SSC	HSSC	14 Years	16 Years	MS/M. Phil (Eqv.)	Ph.D	Gold Medalist or Overall 1 <sup>st</sup> Division in academic career
Division	04	06	08	08	09	10	07
Total	52						

### Marks distribution (Academic Record for the Assistant Professor)

Qualification	SSC	HSSC	14 Years	16 Years	MS/M. Phil (Eqv.)	Ph.D	Gold Medalist or Overall 1 <sup>st</sup> Division in academic career
Division	04	06	08	08	09	10	07
Total	52						

#### 2. Experience:

- a. Two (02) marks per year will be given for the lecturer, the maximum limit will be four (04) years.
- b. Two (02) marks per year will be given for the Assistant Professor, Associate Professor & Professor, above the minimum required experience as per HEC policy.
- c. The teaching/research experience shall be considered as per HEC policy.
- d. In case of overlapping experience the highest score will be counted.

#### 3. Research Publications:

- a. **Lecturer:** Maximum Ten (10) marks will be given on the basis of research publications, Maximum of five (05) marks per publication will be considered.
- b. **Assistant professor:** Maximum twenty (20) marks will be considered on the basis of publications of five (05) marks each.
- c. **Associate professor & Professors:** Maximum fifty (50) marks will be considered on the basis of research publications with Ten (10) each.
- d. The three categories of publications W, X & Y will be considered for the social and natural sciences. One mark will be deducted in each Y category research publication.
- e. **Marks distribution:** Marks will be distributed equally as, for the first, second and corresponding author, there will be ten (10) marks, 3<sup>rd</sup> author eight (08) marks, and rest of the authors seven (07) marks will be considered.

#### 4. BS/MS/MPhil/PhD Supervision:

- a. Two (02) marks per MS/MPhil supervision and One (01) mark for Co-supervision/BS Level Supervision (**Only for Lecturer**) will be considered.
- b. Five (05) marks per PhD supervision and two (02) marks for Co-supervision will be counted.

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**5. Research Grant:**

- a. Five (05) marks will be given for the research grants of above 01 million as PI.
- b. As Co-PI only one (01) mark will be considered for each research grant.

**6. Post doctorate:**

Five (05) marks will be given for each six (06) months and above Post Doctorate.

**7. Experts Evaluation:**

- a. In selecting candidates for the posts of Professors and Associate Professors, the dossier of the candidate(s) will be sent to three experts in the subject concerned by the Registrar, University of Baltistan, Skardu.
- b. The Vice-Chancellor, University of Baltistan, Skardu will nominate experts from the standing list of the experts.
- c. Each expert will be given marks to evaluate a candidate out of 80 i.e Research Publications (50), Relevant Experience (10), Post Doctorate (10) and Research Grants (10).

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University of Baltistan, Skardu

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**OFFICE OF THE REGISTRAR  
UNIVERSITY OF BALTISTAN,**

**SKARDU** جامعہ بلتستان سکردو

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**Dated:** February 06, 2024

**Ref.No.** UOBS-Estt-1(3)/2018/4487

**NOTIFICATION**

It is hereby notified for the information of all concerned that the Syndicate in its 17<sup>th</sup> meeting held on January 31, 2024, unanimously endorsed and approved the revised Assessment Criteria for various academic positions at the University of Baltistan, Skardu.

**DEPUTY REGISTRAR**

**Cc:**

1. Secretary to Vice-Chancellor, University of Baltistan, Skardu
2. All members of the Syndicate, University of Baltistan, Skardu
3. All Directors/HoDs/Faculty members, University of Baltistan, Skardu
4. Office Copy