



हरिदेव जोशी पत्रकारिता और जनसंचार विश्वविद्यालय

HARIDEV JOSHI UNIVERSITY OF JOURNALISM AND MASS COMMUNICATION

No.: प.1(क)(17) / एचजेयू / प्रशा. / संस्था / गै.फै / 5728

दिनांक 13-02-2025

Notice for Empanelment of Guest Faculty

Applications are invited from eligible candidates for Empanelment of Guest Faculty under VIDYA SAMBAL YOJANA in various teaching subjects for the **Academic Session 2024-25 (Even Semester)** in the University.

The duly filled Application form in the prescribed format (enclosed herewith) alongwith all relevant self attested documents are required to be submitted to the Registrar, Haridev Joshi University of Journalism and Mass Communication, Jaipur.

The applications may be submitted in person or by post latest by 22 February 2025, 5.00 PM in the office of Coordinator (Academic & Administration), Academic Campus, Haridev Joshi University of Journalism and Mass Communication, Hotel Khalsa Kothi, M.I. Road, Jaipur – 302006 (Rajasthan).

For details and further updates in this regard, please visit the University Website <http://www.hju.ac.in>.


Registrar

राजीव गांधी विद्यामण्डल | Rajiv Gandhi Vidya Bhawan
सर्वोपली राधाकृष्णन शिक्षासंस्थान, जवाहरलाल नेहरू मार्ग | Sarvapalli Radhakrishnan Shiksha Sanstha
जयपुर 302 015 (राजस्थान) | J.N. Mard, Jaipur 302 015 (Rajasthan), India
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HARIDEV JOSHI UNIVERSITY OF JOURNALISM AND MASS COMMUNICATION IS A NATIONAL CENTRE FOR TEACHER TRAINING AND RESEARCH IN JOURNALISM, MASS COMMUNICATION AND ALLIED FIELDS
पत्रकारिता, जनसंचार और संबंधित विषयों के शिक्षण, प्रशिक्षण और शोध के लिए राष्ट्रीय केंद्र। विद्यामण्डल के अधिनियम द्वारा स्थापित राष्ट्रीय संस्थान
D: RAHUL/Notification

NOTIFICATION

*(For Empanelment of Guest Faculty)
Session 2024-25 (Even Semester)*

Applications in the prescribed format are invited from the eligible candidates for the Empanelment of Guest Faculty under **Vidya Sambal Yojana** in Haridev Joshi University of Journalism and Mass Communication, Jaipur for the Even Semester of Academic Session 2024- 25 as per the following details:

S.No.	Subject	Guest Faculty (Assistant Professor)
1	Media Studies	03
2	Electronic Media	02
3	Development Communication	03
4	Advertisement and Public Relations	03
5	New Media	03
Total		14

General Instructions:

1. In order to streamline the teaching system in the University, under the “Vidya Sambal Yojana”, Haridev Joshi University of Journalism and Mass Communication, Jaipur invites applications of subject experts and experienced persons as guest faculty for the teaching work. The guidelines for hiring guest faculty under Vidya Sambal Yojana vide letter No. F.18 (34) Edu-4/ 2024-04076 dated 01.08.2024 will be applicable.
2. The qualifications, eligibility and other conditions shall be as per the UGC regulations and guidelines (amended from time to time) as adopted by the State Government vide letter dated 19.08.2020 and directions of State Government vide letter No. F.18 (34) Edu-4/ 2024-04076 dated 01.08.2024.
3. The empanelment process of the guest faculty is being made for the smooth functioning of the various teaching departments for the even semester of academic session 2024-25. Hence, empaneled candidates shall have no claim for extension or permanent appointment as it is a time gap interim engagement on requirement basis only.
4. Validity of empaneled guest faculty will be for even semester only for Academic Session 2024-25.
5. The prescribed application form can be down loaded from the University website: <http://www.hju.ac.in>.
6. The applicants are required to submit filled application forms along with relevant self attested documents to the Registrar, Haridev Joshi University of Journalism and Mass Communication, Jaipur latest by 05:00 PM on 22nd February, 2025 in the office of Coordinator (Academic & Administration), Academic Campus, Haridev Joshi

University of Journalism and Mass Communication, Hotel Khasa Kothi, M.I. Road, Jaipur – 302006 (Rajasthan).

7. Interested candidates are required to deposit Rs. 250/- (Rs. 125/- for SC /ST applicants) as application processing fees (Non Refundable) in the form of Account Payee Cheque/DD in favour of Registrar, Haridev Joshi University of Journalism and Mass Communication, Jaipur.
8. Incomplete forms will be rejected without any notice.
9. With the appointment of permanent faculty against the vacant posts, the arrangement of guest faculty will automatically be considered ended. If there is more than one teacher in any subject, the teacher ranked lowest in the merit list of the invited guest faculty will be relieved first.
10. The teachers invited on guest faculty will get the teaching done only on per lecture basis and no administrative work will be assigned to them. They will be relieved from work as soon as the course of the concerned subject is completed. No person will be kept permanently on continuous basis.
11. The superannuated teachers fulfilling eligibility criteria may also be considered for engagement as Guest Faculty subject to maximum age limit of 65 years as per State Govt. Rules. However their physical and mental health will also be kept in mind.
12. If any information / document furnished is found counterfeit / false / incorrect, the empanelment will be discontinued with immediate effect without giving any prior notice.
13. The University reserves the right to empanel and not to empanel aspirants as guest faculty members. The University also reserves the right to alter /insert any corrections / additions in the notification.
14. Applications received for the empanelment as guest faculty up to the last date as notified by the University will be scrutinized by the Screening Committee on the basis of criteria for shortlisting as mentioned in the Table-1 (Page-No.-6).
15. The marks for Screening shall be awarded on the basis of Academic Record and Research Performance by the Screening Committee as per the Guidelines.
16. The Screening Committee will prepare the final merit list of empanelled candidates in various departments. The final merit list will be displayed on the University website.
17. The short listed candidates (1:3 ratio) will be called for counseling cum document verification. Such candidates are required to bring their original documents, experience certificate, Govt. issued ID card such as Aadhar, Driving Licence etc, Reprints of research papers / articles, published books, and other relevant documents. In case, the candidate fails to bring originals, his / her application would not be considered for the above said purpose.
18. The remuneration will be paid to the empaneled guest faculty as per the letter no. F.18 (34) Edu-4/ 2024-04076 dated 01.08.2024.
19. Monthly payment will be made to the Guest Faculty only on the basis of satisfactory work verification of the guest faculty by concerned Head of the Department.
20. Guest faculty teachers will have no right to become members of Board of Studies/Academic Council/BOM etc.

21. No other service benefits will be payable to guest faculty teachers like pension, allowances leave, gratuity and CCL etc. as admissible to the regular teachers.
22. The guest faculty member has to report his/her duties on or before the date decided by the University failing which his / her empanelment may be cancelled automatically.
23. Candidate needs to submit enclosed Affidavit and bank details at the time of reporting for empanelment.
24. Applicants may visit the University website time to time for further information and other terms & conditions.

Qualifications & Eligibility:

Minimum Qualification for empanelment of Guest Faculty as Assistant Professor, shall be as per the "*UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education, 2018*" and amendments as notified by the UGC from time to time and as adopted by State Govt.

1. The empanelment of Guest Faculty as of Assistant Professor, shall be on the basis of merit prepared by the Screening Committee.
2. A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level with Good Academic Record from an Indian University, or an equivalent degree from an accredited foreign university shall be the essential qualification for guest Faculty Teachers.

A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Backward Classes (BC) (Non-creamy Layer)/Differently-abled ((a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.

3. (A) Besides fulfilling the above qualifications, the National Eligibility Test (NET) conducted by the UGC or the CSIR, or an accredited test (State Level Eligibility Test SLET/SET) shall remain the minimum eligibility for empanelment of Guest Faculty as Assistant Professor.

The candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2016, and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for empanelment of Guest Faculty as Assistant Professor.

The award of degree to candidates registered for the M.Phil./Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for Guest Faculty as Assistant Professor subject to the fulfillment of the following conditions:

- The Ph.D. degree of the candidate has been awarded in regular mode only;
- The Ph.D. thesis has been evaluated by at least two external examiners;
- An open Ph.D. viva voce of the candidate has been conducted;
- The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/ CSIR or any similar agency.

(The fulfilment of these conditions is to be certified by the Registrar / Dean of concerned faculty of the concerned University).

NOTE: The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.

OR

- (B) The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

NOTE: The Academic score as specified in the tables for universities shall be considered for short-listing of the candidates.

4. A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to 19th September, 1991.
5. A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
6. The time taken by candidates to acquire M.Phil. and/or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience.

Criteria for Preparing Panel of Guest Faculty:

1. The Head of the Department will assess the need on the basis of the vacant posts in the Department and, will send request to the Registrar. The details of available

vacancies in various departments will be advertised through the public notice, before the beginning of the academic session by the university.

2. The Screening committee formed at the level of the University will examine the applications on the basis of prescribed guidelines for eligibility / educational qualifications, marks obtained, work experience, Research Performance, good academic record etc. On the basis of priority list of eligible candidates, panel of candidates in each department will be prepared. A panel of maximum three candidates will be prepared against each vacancy.
3. From the prepared panel, people will be invited to work as per their preference after getting approval from the competent level of the University. If candidates with higher priority do not accept the offer, candidates with lower priority will be given the opportunity.
4. This arrangement is completely temporary and for the even semester of academic session 2024-25 only and no claim for regular appointment/re-appointment can be made in future on the basis of this arrangement.

Criteria For Shortlisting:

Criteria for Short-listing of Candidates for Guest Faculty (as per the letter of Higher Education (Group- IV) Department dated 01.08.2024):

Table-1

S N.	Academic Record	Score			
1.	Graduation	80% & Above = 21	60% to less than 80% = 19	55% to less than 60% = 16	45% to less than 55% = 10
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC / ST / BC (non-creamy layer) / PWD) to less than 60% = 20	
3.	M.Phil.	60% & Above = 07	55% to less than 60% = 05		
4.	Ph.D.	25			
5.	NET including JRF	10			
	NET	08			
	SLET or SET	05			
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	06			
7.	Teaching /Post-Doctoral Experience (2 marks for one year each) #	10			
8.	Awards				
	(i) International / National Level (Awards given by International Organizations / Government of India / Government of India recognized National Level Bodies)	03			
	(i) State-Level (Awards given by State Government)	02			

However, if the period of teaching/post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

(a)	M.Phil.+Ph.D.	Maximum	-	25 Marks
(b)	JRF/NET/SET	Maximum	-	10 Marks
(c)	In awards category	Maximum	-	03 Marks

Terms and Conditions (For Empanelment of Guest Faculty):

1. The empanelment of the guest faculty members shall be executed on the following terms & conditions:
 - (i) For smooth conduction of the activities of the University academic department, the empanelment of the guest faculty members shall be made on purely temporary basis for the even semester of academic session 2024-25 only or up to the regular appointment of the faculty members, whichever is earlier.
 - (ii) The empaneled guest faculty members would have no right to claim any kind of regular appointment in the University on the basis of this empanelment.
 - (iii) The Empaneled guest faculty members have no right to make any such claim of permanency or regularization or extension of his / her empanelment and/or a claim to treat him / her for being a regular employee consequent upon this empanelment.
 - (iv) The guest faculty members will be engaged on purely temporary basis subject to his / her satisfactory performance in academic and related assignments allotted during the empanelment period. In case of unsatisfactory performance of any empaneled guest faculty, the empanelment shall be discontinued immediately without giving any prior notice.
 - (v) The guest faculty members will not be entitled for any kind of leave except University / Gazetted holidays.
 - (vi) If any information / document furnished is found counterfeit/false/incorrect, the empanelment will be discontinued with immediate effect without giving any prior notice.
 - (vii) The guest faculty member has to report his/her duties on or before the date decided by the University failing which his/her empanelment may be cancelled automatically.
 - (viii) The guest faculty members shall be bound to act in conformity with rules of the University as well as a code of professional ethics as formulated by the UGC and other competent bodies.
 - (ix) Any empaneled guest faculty member found to be involved in malpractices or guilty of misconduct or misdemeanor shall be debarred and punished as per the rules.
 - (x) A guest faculty working at more than one place simultaneously shall render himself liable to strict disciplinary action including seizing of empanelment.
2. A fixed remuneration per class (One hour Duration) shall be admissible to the guest faculty members empanelled as per the following terms and conditions:
 - (i) Remuneration shall be paid to the guest faculty as per the details given below

for teaching and related works of the teaching Department and the University for the empanelment period as per the letter No. F.18 (34) Edu-4/ 2024-04076 dated 01.08.2024 of the Govt. of Rajasthan.

- (ii) The said remunerations does not attract any dearness allowances or any other allowances or perks over and above such specified remuneration.
 - (iii) In addition to classroom teaching, the guest faculty members shall have to perform other academic non remunerative duties and activities assigned by the University from time to time.
 - (iv) The guest faculty members will have no right to receive any benefits admissible to regular employees of the University including health and accident insurance, life insurance, sick-leave, CCL and/or vacation etc. The guest faculty members shall have to pay all taxes due in respect of the remuneration.
 - (v) The Guest Faculty will not be given the benefit of any other allowances, pension, gratuity and leave etc. as admissible to the regular teachers.
 - (vi) The payment of taxes including the income tax will be the Sole responsibility of the guest faculty him/herself. However, tax deduction at source (TDS) will be affected against the payable remuneration at applicable rates as per the prevailing laws, rules and regulations.
 - (vii) If required, empanelled guest faculty members will have to take online classes also.
3. The Good Academic Record shall be applicable as under for this empanelment process:
- For Arts/Science/Commerce/Physical Education-Minimum 45% marks at UG level, Relaxation of 5% shall be allowed to SC/ST/BC Non-creamy Layer and / Differently-abled categories.



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HARIDEV JOSHI UNIVERSITY OF JOURNALISM AND MASS COMMUNICATION
APPLICATION FORM

(For Empanelment of Guest Faculty under Vidya Sambal Yojana)

Applied for :

Department :

Subject :

Application Fee details :

PART-A: PERSONAL DETAILS

1	Name of Candidate (in English) (in Block Letters)	:											<i>Paste Your Recent Passport Size Self Attested Coloured Photograph</i>	
2	अभ्यर्थी का नाम (हिन्दी में)	:												
3	Father's Name	:												
4	Mother's Name	:												
5	Gender	:												
6	Date of Birth (DD/MM/YYYY) and Age (in Years as on last date of submission of Application Form)	:												
7	Caste Category (Please Tick)	:	Gen		SC		ST		BC		MBC		EWS	
8	Minority Community (Please Tick)	:	Yes		No		if Yes, then type of Minority							
9	Persons with Disabilities (PwD) (Please Tick)	:	Yes		No		If Yes, then type and percentage of disability							
			Types of disability				Percentage of disability							
10	Marital Status (Please Tick)	:	Married				Unmarried							
11	State of Domicile	:					Nationality							
12	Permanent Address	:												
13	Address for Correspondence	:												
14	Mobile No. E-mail ID	:												
15	Recognized ID proof with ID No.	:												

PART-B: ACADEMIC QUALIFICATIONS

S. No	Name of Examination Passed	Year of Exam. Passed	Name of the Board / University or other Examining body	Marks obtained / Max. Marks or Grade of Marks	CGPA	Class / Division	Subjects (Mention distinction, if any)	Self Assesd Score	Score Verified by the University	Encl. No.
1	High School /Secondary or equivalent									
2	Higher Sec. / Sr. Sec. / Intermediate / PUC or equivalent									
3	Bachelor's Degree or equivalent									
4	Master's Degree or equivalent									
5	Any other Degree(s)/ Diploma									
6	M.Phil.									
7	Ph.D.									
8	NET with JRF									
9	NET									
10	SLET/ SET									
11	Any Other									

Details regarding Ph.D.degree

Title of the Ph.D. Thesis:

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S.No.	Particulars	Details	Encl.No.
1	Date of Registration of Ph.D.		
2	Date of Submission of Ph.D. Thesis		
3	Date of Award of Ph.D. degree		
4	Whether Ph.D. is according to UGC Regulations underforce?		
5	Whether any kind of leave was taken during the Ph.D. period?		

PART-C: WORK EXPERIENCE

1. Present Position (if any):

Name and Address of Employer	Post / Designation	Pay Scale and Grade Pay or Pay Level	Basic Pay	Date of Joining	Ad-hoc / Temporary / Permanent / Contractual	Total Exp.	Self Assessed Score	Score Verified by the University	Encl. No.

2. Total Teaching Experience (UG & PG Classes or only PG Classes):

S. No.	Post / Designation	Pay Scale and Basic Pay or Pay Level	Name and Address of Employer	Total Teaching Experience			Ad-hoc / Temporary / Permanent / Contractual	UG / PG Experience	Self-Assessed Score	Score Verified by the University	Encl. No.
				From	To	Total					
1											
2											
3											
4											
5											
6											

DECLARATION

I solemnly declare that all the statements made by me in this application are true and correct to the best of my knowledge and belief. I further understand that in the event of any information furnished by me is found false or incorrect, my candidature as Guest faculty is liable to be terminated at any stage of empanelment without any prior notice.

I have read and understood all the relevant information, terms and conditions, and I shall abide by the same and also any other ordinances, statutes, rules and regulations that may be made by the University hereafter. I also understand that it is a temporary arrangement for academic purposes of the teaching department on need basis. I understand that I do not have any legal right for continuation as guest faculty after the end of the even semester of academic session 2024-25.

It is also declared and certified that I have not been convicted by a court of Law for any offence which involves moral turpitude. No criminal case is pending against me in any court of Law. I have not indulged in any of the acts of misconduct such as participating in Gherao of any educational authority, whether academic or administrative, manhandling or abusing such authority or damaging any building or other property. I have not been found to have used unfair means in any examination and have not gravely misbehaved with a teacher or found to have tampered with or forged a marks-sheet, certificate or degree.

Place:

Date:

Signature of Applicant

Name-.....

Mobile No.-.....