

Annex I

Assessment Scheme for the Evaluation Committee for Assessing Candidates for the Selection of a Vice-Chancellor (Mark Sheet I)

A Seven Point Evaluation Scheme for Document Evaluation and Interview (Please see overleaf for guidelines)

University :

Name of the Candidate :

No.	Criteria & Elements	Weightage	Marks (Max 100 for Each Criterion)		Weighted Score (Weightage X Marks)	Remarks
			Maximum Marks Allotted	Marks Given		
1	Strategic Focus Ability to think strategically and steer the institution in line with institutional goals and national needs	2			0	
	1.1 Clarity of the vision stated		10			
	1.2 Practicality of the vision stated		15			
	1.3 Quality and relevance of the strategies mentioned		15			
	1.4 Evidence for proven strategy implementation		30			
	1.5 Evidence for candidate's ability to think strategically on contemporary issues		30			
	Sub-total for Section 1		100	0		
	Effective Leadership Proven capability of leading an institution in an exemplary manner					
	2.1 Significant institutional developments initiated / achieved as a Vice Chancellor		20			

2	2.2	Significant institutional developments initiated / achieved as Deputy Vice Chancellor/ Rector / Director of an Institute / Dean of a Faculty	2	20		
	2.3	Significant achievements / developments or reforms initiated as a Head of Department or Director of a Centre/Unit or Director/Welfare or Proctor or in a similar capacity		20		
	2.4	Evidence of significant contributions in Executive/ Non-executive Leadership Positions held in Professional and Statutory Bodies, Public or Private Sector Organizations		20		
	2.5	Evidence provided on the recognition by the public at large		20		
	Sub-total for Section 2				100	0
3		Holistic Thinking/Conceptual Skills Ability to see the “big picture” from global and national perspectives with an integrated approach	1			
	3.1	Evidence of working with both public and private sectors on advisory capacity on sectoral / national development		20		
	3.2	Evidence of understanding complex challenges faced by the institutions and demonstrating a holistic approach		25		
	3.3	Evidence for developing viable solutions for institutional/academic/professional issues with the engagement of all key stakeholders		30		
	3.4	Evidence for broader understanding of socio-economic and religious-cultural forces and their possible current and future impact on the institutions		25		
	Sub-total for Section 3				100	0
		Academic and Research Excellence Proven track record in academic and research matters				
	4.1	Career progression as an academic and the level of involvement in improving relevance and quality of study programmes		25		

4	4.2	Evidence for proven track record of research performance and research promotion	1.5	25			
	4.3	Evidence of academic expertise in his /her discipline and other broad areas		25			
	4.4	Evidence for outstanding academic and research recognition at institutional / national /international levels		25			
	Sub-total for Section 4			100	0	0	
5		Personal Integrity Unblemished career with transparency in all dealings	1				
	5.1	Evidence for unblemished track record		25			
	5.2	Evidence for appreciations for integrity		25			
	5.3	Evidence for guiding others ethically		25			
	5.4	Evidence for being a role model for the students and faculty		25			
	Sub-total for Section 5		100	0	0		
6		Professional Communication Ability to communicate with clarity and confidence	1				
	6.1	Evidence for persuasive speaking in public fronts		25			
	6.2	Evidence for leading successful discussions / deliberations		25			
	6.3	Evidence for publishing articles for general public		25			
	6.4	Evidence for communicating effectively within academic/scientific/public/media forums		25			
	Sub-total for Section 6		100	0	0		
7		Managerial Competence Proven track record of consistent high performance in administration	1.5				
	7.1	Evidence for sound financial administration		25			
	7.2	Evidence for quality academic administration		25			
	7.3	Evidence for effectively managing human resources		25			

7.4	Evidence for having sound understanding on statutes, establishment and financial management procedures pertaining to university administration		25		
Sub-total for Section 7		10	100	0	0
TOTAL SCORE (Out of 1000)					0

Name of the Evaluator :

Signature :

Date :

Guidelines for Evaluation Committee members

Marksheet I

Guidelines for the Evaluation Committee members on the use Marksheet I are given below.

i) Evaluation Committee Members shall perform a Desk Evaluation of candidates by examining the information/evidences provided in the documents submitted as per the Paragraph iii. and/or iv. of the **Commission Circular No. 02/2020 dated 04th May 2020** and arrive at a tentative judgment on the extent of fulfillment of the prescribed elements of respective criteria and assign tentative marks accordingly and arrive at a total score for each criterion and the candidate. Desk evaluation shall be completed before the scheduled meeting of the Evaluation Committee.

ii) The final marks for individual elements and for each criterion, and the candidate's total score shall be arrived only after interviewing the individual candidate.