

(Annexure: 02)



Terms and Conditions of Service and Procedure for the Appointment of the  
Vice-Chancellor University of Baltistan, Skardu

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## **TERMS AND CONDITIONS OF SERVICE AND PROCEDURE FOR THE APPOINTMENT OF THE VICE-CHANCELLOR UNIVERSITY OF BALTISTAN, SKARDU**

### **1. TITLE**

These terms & conditions of service and procedure for the appointment of the Vice Chancellor, framed in pursuance of Section 10 (1), 11 (4) and in accordance with Section 25(1)(n) of the University of Baltistan, Skardu Order, 2016, shall be called the "Terms and Conditions of Service and Procedure for the Appointment of the Vice-Chancellor University of Baltistan, Skardu".

### **2. COMMENCEMENT**

These Terms and Conditions of Service and Procedure for the Appointment of the Vice-Chancellor University of Baltistan, Skardu, shall come into force after the approval of the Senate, University of Baltistan, Skardu.

### **3. DEFINITIONS**

All expressions and terms used in these terms and conditions of service and procedure shall have the same meanings as are assigned to them under Section 2 of the University of Baltistan, Skardu Order, 2016 except the following:

- a. "Order" means the UNIVERSITY OF BALTISTAN, SKARDU Order, 2016;
- b. "Appointing Authority" means the Chancellor who shall exercise his/ her powers, in pursuance of Section 8(3) and Section 11(1) of the Order 2016;

- c. "Search Committee" means the search committee constituted by the Senate, under sub-section(2) of section 11;

#### **4. APPOINTING AUTHORITY**

The Vice-Chancellor shall be appointed by the Chancellor, from a panel of three candidates recommended by the Senate, from amongst those five names proposed, in order of priority, by the Search Committee constituted for the recommendation of persons suitable for appointment as Vice-Chancellor.

#### **5. CONSTITUTION OF SEARCH COMMITTEE**

A Search Committee for the appointment of the Vice-Chancellor shall be constituted by the Senate in the manner prescribed by these Statutes, whenever required or prior to the expiration of the term of the incumbent Vice-Chancellor, whichever is earlier and accordingly shall comprise of the following eight members namely;

- a. Two eminent members of society nominated by the Chancellor, of whom one shall be appointed the Convener of Search Committee by the Chancellor;
  - b. Two members of the Senate nominated by the Senate;
  - c. One representative of the Higher Education Commission (not lower than the position of Chairman/Executive Director)
  - d. Two distinguished University Teachers, who are not members of the Senate, and
  - e. One academic of eminence not employed by the University to be nominated by the Senate.
2. The Search Committee thus constituted shall be notified by the Registrar of the University. The said Search Committee shall be provided with all the required facilities for the said purpose, by the university, including meeting place, desired human resource, entertainment expenses. Reimbursement of actual expenses to the members on account of prescribed TA/ DA, if applicable, shall be made by the University. Upon the request of the Convener Search Committee, the Registrar office shall facilitate them in all respects.

## **6. PROCEDURE FOR APPOINTMENT OF VICE-CHANCELLOR**

- I. The Search Committee shall advertise the position of Vice-Chancellor in leading print, electronic and other media, as may deem appropriate by the Search Committee, as per prescribed eligibility criteria, by the HEC. The advertisement will seek either direct application of the candidate or nomination from renowned scholars/ academicians/ management experts, the latter to be accompanied by a consent letter and updated CV of the nominee.
- II. After the closing date for submission of applications/ nominations, against the advertisement, the search committee shall scrutinize the documents of all the candidates and will carry out the process of assessment of the eligible short listed candidates, which may include interview, presentation or any other suitable means of assessment as decided by the Search Committee.
- III. While short listing and selecting the suitable persons for appointment as Vice-Chancellor, the Search Committee will give due consideration to the academic eminence; exposure to higher education system; Professional and Leadership Experience and publications of the candidates.
- IV. The search committee shall finalize the list of all the candidates interviewed, in order of priority, and shall submit the names of five candidates, in order of priority, within a period of three months from the last date fixed for the submission of applications, for the consideration of the Senate.
- V. The names of the persons proposed by the Search Committee for appointment as Vice-Chancellor shall be considered by the Senate and out of these a panel of three, in order of priority, shall be recommended by the Senate to the Chancellor.
- VI. The Chancellor will approve the name of one of the three persons, proposed by the Senate, for the position of Vice-Chancellor for a tenure of four years.
- VII. The Chancellor may decline to appoint any of the three persons recommended by the Senate, if he so decides, and may seek recommendation of a fresh panel. In the event of a fresh recommendation being sought by the Chancellor the Search Committee shall make a proposal to the Senate, which may include the submission of a revised list of candidates, in order of priority or it may propose for re-advertisement of the position of Vice-Chancellor or may make any other

suitable proposal to the Senate for consideration as it may deem appropriate.

- VIII. The Search Committee shall remain in existence till such time that the appointment of the next Vice-Chancellor has been made by the Chancellor and the new Vice-Chancellor has assumed the charge.

## **7. TERMS AND CONDITIONS OF THE APPOINTMENT OF VICE CHANCELLOR**

### **A. Proposed Eligibility Criteria**

- I. The candidate eligible to apply for the position of Vice-Chancellor shall be an eminent academic or a distinguished administrator fulfilling the following eligibility criteria:
  - a. Experience (National/ International) in an academic, research or administrative leadership position. Applicants will be assessed according to their academic achievements, leadership abilities as well as significant evidence of scholarship, administration, meaningful research, planning, financial management and resource development. A holistic understanding of issues pertaining to higher education sector would be preferred. Constructive social interaction with communities will be considered as a major asset.
  - b. Preferably PhD degree from an Institute of Higher Learning recognized by the Higher Education Commission, Pakistan;
  - c. Distinguished research, publications and administrative governance record;
  - d. Not be more than 65 years of age on the last date fixed for the submission of applications.

### **B. The Tenure of the Vice-Chancellor**

- I. The Vice-Chancellor shall be appointed, by the Chancellor, for a renewable tenure of four years on such terms and conditions as prescribed by the Statutes.
- II. The tenure of an incumbent Vice-Chancellor shall be renewed by the Chancellor on receipt of a resolution of the Senate in support of such a renewal, however, the Chancellor may call upon the Senate to reconsider such a resolution once.

- III. At any time when the office of the Vice-Chancellor is vacant, or the Vice-Chancellor is absent or is unable to perform the functions of his office due to illness or some other cause, the Senate shall make such arrangements for the performance of the duties of the Vice-Chancellor as it may deem fit

#### **C. Leaves of the Vice Chancellor**

- I. Leaves, in favor of the Vice-Chancellor, shall be granted as per rules prescribed by the Federal Government of Pakistan.
- II. If given a fresh contract, the un-availed earned leave in respect of previous contract shall not be carried forward.
- III. Leaves in favor of the Vice Chancellor, shall be granted as per rules prescribed by the Federal Government of Pakistan.

#### **E. Resignation from Service**

The Vice-Chancellor may resign from the position by giving three months' advance notice. In case of immediate resignation three months' salary will have to be deposited by the Vice-Chancellor.

#### **F. Removal of the Vice-Chancellor**

The Vice-Chancellor may be removed from the service by the Chancellor, on the recommendations of the Senate, as per provisions of Section 11(5) (6) of the Order 2016.

#### **G. Salary Package of Vice Chancellor**

The Vice Chancellor University of Baltistan, Skardu shall be entitled to draw "Vice Chancellor Salary Package" as approved by the Chancellor University of Baltistan, Skardu.