

**Guidelines for the conduct of Business of Selection Committee for selection of Vice-Chancellor, Odisha State Open University.**

1. The Selection Committee is constituted under sub-section 2 of Section 10 of the Odisha State Open University Act, 2014(Odisha Act 5 of 2015). The selection committee shall function as per the convenience of the members and the Chairperson.
2. The main objective of the committee is to suggest a panel of three names in the alphabetical order to the Hon'ble Chancellor for selection of the Vice-Chancellor for the concerned university.
3. Academicians of repute with suitable administrative experience and background should usually be recommended.
4. The recommendation of the selection committee must be unanimous. As such, no recommendation with any dissenting opinion should be submitted.
5. As per Section 10(5) of the aforesaid Act, no person who has attained the age of 65 shall be eligible to be appointed as Vice-Chancellor and no person shall continue to hold the post of Vice-Chancellor after attaining the age as aforesaid. Hence, it is desirable that only persons who have likely to serve for a full term of three years should be suggested by the selection committee.
6. With the permission of the Chairperson, the Registrar of the University shall invite application along with bio-data of candidates in the prescribed format of UGC through the University website and by way of advertisement in two National Daily Newspapers having wide circulation in English as well as two local vernaculars. The Registrar of the concerned university may be assigned with the responsibility to issue advertisements with the prior approval of the Chairperson of the selection committee.
7. There should be atleast one month time gap between the date of advertisement and last date of submission of application. The Committee shall scrutinise all applications and prepare a list of eligible candidates following the relevant Acts, Statutes and UGC guidelines as per its applicability. Thereafter, the Committee shall conduct interview of all eligible candidates and prepare the assessment record in respect of all the eligible candidates. The Committee may meet as often as considered necessary to arrive at short listing three candidates from among them.
8. As far as possible, the following documents or information should be obtained and examined for each candidate.
  - a) The C.V. or bio-data of the candidates as submitted in the prescribed format communicated vide letter No.1044/SG(HE) dated 01.12.2016. Copy enclosed(Annexure-A)
  - b) Fulfilment of UGC criteria.
  - c) Information relating to any pending or disposed of enquiries and litigations concerning the candidate in the recent times.
9. The criteria followed by the selection committee for recommending the panel of three names may be reflected in the proceedings of the committee to be submitted to the Chancellor .
10. The reasons for which bio-data of others have not been considered may also be indicated.
11. Canvassing in any manner should be summarily be discouraged.

**Note: These guidelines are only suggestive in nature and not exhaustive.**