



**GOVERNMENT OF THE PUNJAB  
HIGHER EDUCATION DEPARTMENT**  
19<sup>th</sup> September, 2022

**NOTIFICATION**

**NO. SO(Univ.)5-1/2018.Vol-III.** Government of the Punjab, in exercise of powers conferred upon it under Section 12(3) of the University of Okara Act, 2016, has been pleased to constitute the following Search Committee for a term of two years for submitting panel recommendations of the three most suitable candidates for appointment of Vice Chancellor of University of Okara with immediate effect:

1.	<b>Mr. Shafqat Mahmood,</b> <i>Former Federal Minister/ Former Bureaucrat.</i>	Convener
2.	<b>Prof. Dr. Khalid Hameed Sheikh,</b> <i>Former Vice Chancellor, University of the Punjab.</i>	Member
3.	<b>Prof. Dr. Arif Nazir Butt,</b> <i>Professor, Suleman Dawood Business School, Lahore University of Management Sciences, Lahore.</i>	Member
4.	<b>Chairperson,</b> Punjab Higher Education Commission.	Ex-officio Member
5.	<b>The Secretary,</b> Government of the Punjab, Higher Education Department.	Ex-officio Member/ Secretary

**BY ORDER OF GOVERNMENT OF THE PUNJAB**  
SECRETARY  
HIGHER EDUCATION DEPARTMENT

**No. & Date Even**

A copy is forwarded for information and necessary action to: -

1. Secretary to Governor, Punjab.
2. Principal Secretary to Chief Minister, Punjab.
3. The Chairperson, Punjab Higher Education Commission.
4. All Members of the Search Committee.
5. P.S. to Minister for Higher Education.
6. P.S. to Secretary, Higher Education Department.
7. P.S. to Additional Secretary (Univ.), Higher Education Department.
8. The Superintendent Government Printing Press, Lahore with the request to publish the Notification in the Official Gazette.
9. Notification File.

(INAM-UL-HAQ)  
SECTION OFFICER (UNIV.)



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**GOVERNMENT OF THE PUNJAB  
HIGHER EDUCATION DEPARTMENT  
19<sup>th</sup> September, 2022**

**NOTIFICATION**

**NO. SO(Univ.)5-1/2018.Vol-III.** Government of the Punjab, in exercise of powers conferred upon it under Section 12(2) of the University of Okara Act, 2016, has been pleased to determine the following qualifications, experience and other relevant requirements (criteria) for the position of Vice Chancellor of University of Okara:

The applicants should:

1. not be more than sixty-five (65) years of age on the last date fixed for the submission of applications
2. have earned a PhD degree from an HEC recognized or UNESCO listed institution
3. have experience in a senior academic, research or management leadership position
4. possess distinguished research and publications record

**Short-Listing Criteria:**

1	<b>Academic Qualification = (35 Points)</b>	<b>Max Points</b>
• PhD	<ul style="list-style-type: none"><li>• PhD from the Top 100 QS Ranked Universities of the World = 35 Points</li><li>• PhD from the Top 101 – 300 QS Ranked Universities of the World = 33 Points</li><li>• PhD from the Top 301 – 500 QS Ranked Universities of the World = 31 Points</li><li>• PhD from an HEC recognized or UNESCO listed institution = 29 Points</li></ul>	35

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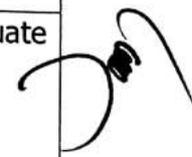
	Note: The most current, publicly available QS Ranking will be referred to while allocating points	
2	<b>Professional &amp; Leadership Experience = (30 Points)</b>	
		Max Points
	<p>Experience can be in anyone or in a combination of the following two categories:</p> <p>a) Experience in a senior academic, research or management leadership position in teaching/research institutions</p> <p>b) Experience in senior leadership position in a large public or private sector organization such as DG, Director, CTO, CFO, COO, CEO or equivalent.</p>	<ul style="list-style-type: none"> <li>• 3 points for every year in a full-time senior leadership position (eg. VC, Pro VC, Dean or equivalent position)</li> <li>• 2 points for every year as Chairman /HoD/ Director of University Department/ Center, Registrar, Treasurer, Controller of Examinations, Principal of a constituent college, university Professor or equivalent position</li> <li>• 3 points for every year in a full-time senior leadership position such as CEO, DG or equivalent first tier position</li> <li>• 2 points for every year as Director or equivalent 2nd tier position</li> </ul> <p>30</p>
3	<b>Publications (35 Points)</b>	
		Max Points
	<p>Research Articles, Publications, Conference Proceedings, Books / Book Chapters/ Patents</p>	<ul style="list-style-type: none"> <li>• 2 points per research article / publication / conference proceeding in peer reviewed journals / conference proceedings listed in ISI Web of Science, Scopus, or HEC</li> </ul> <p>35</p>

	<p>recognized foreign and local journals</p> <ul style="list-style-type: none"> <li>• 2 points per Book Chapter and 4 points per Book published by international academic publishers of repute, listed on the SENSE ranking of academic publishers and books recognized by HEC</li> <li>• 2 points per patent listed by World International Property Organization (WIPO)</li> </ul>	
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Note:

1. In case of overlapping experience within 2(a) and 2(b), the highest score in any category will be counted towards determining the merit of candidates
2. Only full-time teaching / administrative / management experience will be considered. Additional Charge will not be considered while calculating experience
3. Certified profile of large public or private organizations, as described in Annex-A, will be provided by the applicants
4. "Equivalent" position will be decided by the Search Committee on a case-to-case basis
5. The Search Committee will examine/ determine the validity of Research Articles; Books / Book Chapters OR may appoint a Technical Review Committee from PHEC for this purpose. Candidates will provide undertaking that points being claimed for a Research Article, Publication, Conference Proceeding are not being additionally claimed for a book /book chapter or vice versa
6. Further clarity of the criteria is available in 'Details of Criteria' placed as Annex A. If any question arises as to the interpretation of any of the provisions of the short-listing criteria, it shall be referred to the Search Committee for clarification and final decision

<b>Interview by VC Search Committee = (100 Points)</b>
The interview will be an opportunity for the Search Committee to evaluate the candidates in the following 03 broad categories:
<p><b>i. <u>Strategic Vision &amp; Leadership Abilities: (35 Points)</u></b></p> <ul style="list-style-type: none"> <li>▪ Vision, strategy and plans for the growth and progress of the institution applied for keeping in view its specific needs and the challenges involved in reaching goals / targets.</li> <li>▪ Leadership abilities, preferably in education and academic administration</li> </ul>



- and management in as well as record of experience and skills in initiating and managing change, strategic planning and overseeing the implementation of plans.
- Ability to create a peaceful environment conducive for scholastic achievements.
- ii. Knowledge Pertaining to Higher Education: (35 Points)**
- Knowledge of the major developments, trends and challenges in higher education specifically with regards to R&D, financial management, resource development and quality assurance.
  - Significant international exposure and ability to create linkages & networking worldwide.
  - Understanding of the scholarly purposes of a university, and of the economic, social and political issues faced by the higher education sector nationally and internationally.
  - Understanding of the diverse needs of and issues pertaining to different disciplines in higher education and the ability to form and balance priorities relevant to national socio-economic needs and growth.
- iii. Personal Traits: (30 Points)**
- Demonstrated ability to represent the university effectively, nationally and internationally, especially with government, business and the wider community.
  - Entrepreneurial, negotiating, interpersonal and communication skills.
  - Strong team building and leadership attributes.
  - Demonstrated ability to maintain gender sensitivity in governance and management policies and practices across the board.
  - Ability to avoid conflict of interests and ensure transparency.

**Qualification Points = 100 (35+30+35)**

Candidates scoring 75% marks (75 points) will be short-listed for the interview. The qualification points obtained during the short-listing process will carry 50% weightage in the Total Points

**Interview Points = 100**

The points obtained during the Interview will carry 50% weightage in the Total Points

**Total Points= 100 (50% of Qualification Points + 50% of Interview Points)**

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2. Principal Secretary to Chief Minister, Punjab.
3. The Chairperson, Punjab Higher Education Commission.
4. All Members of the Search Committee.
5. P.S. to Minister for Higher Education.
6. P.S. to Secretary, Higher Education Department.
7. P.S. to Additional Secretary (Academics), Higher Education Department.
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**Details of Criteria – Annex A**  
**(General & Women Universities)**

**Short-Listing Criteria:**

1	Academic Qualification = (35 Points)	Max Points	Details of Criteria
• PhD	<ul style="list-style-type: none"><li>• PhD from the Top 100 QS Ranked Universities of the World = <b>35 Points</b></li><li>• PhD from the Top 101 – 300 QS Ranked Universities of the World = <b>33 Points</b></li><li>• PhD from the Top 301 – 500 QS Ranked Universities of the World = <b>31 Points</b></li><li>• PhD from an HEC recognized or UNESCO listed institution = <b>29 Points</b></li></ul> <p><b>Note:</b> The most current, publicly available QS Ranking will be referred to while allocating points</p>	<b>35</b>	

<b>Professional &amp; Leadership Experience = (30 Points)</b>			
<b>2</b>			
<p>Experience can be in anyone or in a combination of the following two categories:</p> <p>a) Experience in a senior academic, research or management leadership position in teaching/research institutions</p> <p>b) Experience in senior leadership position in a large public or private sector organization such as DG, Director, CTO, CFO, COO, CEO or equivalent.</p>	<p><b>3 points</b> for every year in a full-time senior leadership position (eg. VC, Pro VC, Dean or equivalent position)</p> <p><b>2 points</b> for every year as Chairman / HoD / Director of University Department / Center, Registrar, Treasurer, Controller of Examinations, Principal of a constituent college, university Professor or equivalent position</p> <p><b>3 points</b> for every year in a full-time senior leadership position such as CEO, DG or equivalent first tier position</p>	<b>Max Points</b>	<b>30</b>
		<b>Details of Criteria</b>	<p>Experience will be taken as the cumulative experience of the applicant provided it is not overlapping.</p> <ul style="list-style-type: none"> <li>• If a candidate has been Dean for 06 years and HOD of a Department for 6 years, he / she can get the maximum possible points i.e., 30</li> <li>• If a candidate has been CEO for 06 years and a Director for 6 years, he / she can get the maximum possible points i.e., 30.</li> <li>• In case of overlapping experience, higher marks will be considered:</li> </ul> <p>Large private sector organizations may be defined as those having</p> <ul style="list-style-type: none"> <li>i. More than 500 employees</li> <li>ii. <b>AND</b> More than Rs. 250 million paid-up capital</li> <li>i. <b>OR</b> More than Rs. 500 million in annual turnover</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>2 points</b> for every year as Director or equivalent 2<sup>nd</sup> tier position</li> </ul>	<p>Large public sector organizations may be defined as those having</p> <ul style="list-style-type: none"> <li>i. More than 1000 employees</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>i. More than Rs. 1 billion in annual expenditure</li> </ul> <ul style="list-style-type: none"> <li>• Senior level position or equivalent in non-academic category may be taken as full-time 1<sup>st</sup> tier position in a large public or private sector organization as defined above</li> <li>• Director level position or equivalent may be taken as a full-time 2<sup>nd</sup> tier position in a large public or private sector organization as defined above</li> </ul>
<b>Publications (35 Points)</b>		
<b>3</b>	<p style="text-align: center;"><b>Max Points</b></p> <p style="text-align: center;"><b>35</b></p> <p style="text-align: center;"><b>Details of Criteria</b></p> <ul style="list-style-type: none"> <li>• <b>2 points</b> per research article / publication / conference proceeding in peer reviewed journals / conference proceedings listed in ISI Web of Science, Scopus, or HEC recognized foreign and local journals</li> <li>• <b>2 points</b> per Book Chapter and <b>4 points</b> per Book published by international academic publishers of repute, listed on the SENSE ranking of academic publishers</li> </ul> <p>Research Articles, Publications, Conference Proceedings, Books / Book Chapters/ Patents</p> <ul style="list-style-type: none"> <li>• For research articles published in journals before the time that HEC started recognizing foreign and local journals, the journal will be considered as recognized if it has been recognized by HEC in the subsequent years, provided the journal was in publication before the HEC was established in 2002</li> <li>• Book written solely for the purpose of being used as a textbook will not be considered.</li> <li>• Compilation of someone else's work in a book and edited book</li> </ul>	

	<p>and books recognized by HEC</p> <ul style="list-style-type: none"> <li>• <b>2 points</b> per patent listed by World Intellectual Property Organization (WIPO)</li> </ul>	<p>will not be considered</p> <ul style="list-style-type: none"> <li>• If the book / book chapter has already been considered and given points under any of the other categories i.e Research Articles, Publications, Conference Proceedings, Registered Patents (Nationally / Internationally recognized), then the book /book chapter will not be considered</li> </ul>
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2. Secretary to Chief Minister, Punjab.
3. The Chairperson, Punjab Higher Education Commission.
4. All Members of the Search Committee.
5. P.S. to Minister for Higher Education.
6. P.S. to Secretary, Higher Education Department.
7. P.S. to Additional Secretary (Academics), Higher Education Department.
8. The Superintendent Government Printing Press, Lahore with the request to publish the Notification in the Official Gazette.
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**NOTIFICATION**

**NO. SO(Univ.)5-1/2018.Vol-III.** Government of the Punjab, in order to ensure transparency in the process of the constitution of Search Committee(s) meant for making recommendations for the appointment of Vice Chancellors in Public Sector Universities of the Punjab and keeping in view the Guidelines of Higher Education Commission, Islamabad on the matter, has been pleased to devise the following mechanism for the constitution of Search Committee for University of Okara, in terms of Rule 25(1)(b) of the Punjab Government, Rules of Business, 2011:

- a) Search Committee shall comprise not less than three and not more than five members including a Convener. At least one member of the Search Committee may hail from civil society/business/industry/judiciary/ex-civil servants.
- b) Secretary Higher Education Department and Chairman PHEC shall be ex-officio members of the Search Committee while the former will be Secretary of the Committee.
- c) Search Committee shall comprise members with impeccable character, integrity and stature.
- d) The Higher Education Department shall identify a pool of professionals with the above-mentioned attributes and seek their willingness telephonically to serve on the Search Committee.
- e) The Higher Education Department shall recommend a panel containing preferably 3 names for each slot to the Government for consideration and nomination of not less than three and not more than five members including a Convener.
- f) The Government shall constitute a Search Committee for the instant University.
- g) The Search Committee may meet as often as necessary for the effective performance of its functions and two third of the members shall constitute a quorum for a meeting.

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4. The Additional Secretary (Staff) to Chief Secretary, Punjab.
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**GOVERNMENT OF THE PUNJAB  
HIGHER EDUCATION DEPARTMENT  
19<sup>th</sup> September, 2022**

**NOTIFICATION**

**NO. SO (Univ.)5-1/2018.Vol-III.** Government of the Punjab, in exercise of powers conferred upon it under Section 12(4) of the University of Okara Act, 2016, has been pleased to determine the following procedure and criteria to be adopted by the Search Committee for the selection of panel for the post of Vice Chancellor of University of Okara:

- (i) Accord approval for the required advertisement to be published by the Higher Education Department in national and/ or international press, as the case may be, for the post of Vice Chancellor in accordance with the required qualifications, experience and other requirements (criteria) notified by the Government in official Gazette. Search Committee Members may also seek nominations from renowned scholars / academicians / management experts and also nominate potential qualified candidates.
- (ii) Supervise the process of short-listing of candidates by the Punjab Higher Education Commission on the prescribed proforma in accordance with the approved quantifiable criteria of the Government for the instant university.
- (iii) Interview the short-listed candidates in accordance with the Guidelines notified by the Government for the interviews.
- (iv) After the interview of each candidate, the Convener shall invite the opinion of each member. The Convener shall take the average of all members' score which is then assigned to each candidate on the basis of performance in the interview.
- (v) In case equal marks are obtained by any of the top three candidates, majority view point shall be considered for final allocation of interview score. The Final score sheet will be certified by the signature of all members.
- (vi) Search Committee will ensure that adequate time is given to each candidate appearing for the interview and each candidate is treated fairly without any bias or discrimination.
- (vii) Each member of the Search Committee will disclose before the start of the interviews that he/she has no conflict of interest in assessing any candidate.
- (viii) The Search Committee shall maintain a strict level of confidentiality to protect the privacy of the candidates and to ensure the integrity of the search process.
- (ix) The Higher Education Department shall provide the secretariat support to the Search Committee and be the custodian of all record and proceedings of the Search Committee.
- (x) The Higher Education Department, upon intimation of a vacancy or six (06) months prior to such vacancy arising, shall coordinate with the Search Committee to initiate the process as mentioned hereinabove.

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