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2.1.3.2. Leader and Faculty selection process

Leader selection process

For the selection of the Vice Chancellor of the University, a three-member search committee is constituted by the President/Chancellor. This committee includes a nominee of the President, who acts as the Chairperson, a nominee of the Governing Body, and a nominee of the Board of Management. The Search Committee recommends three candidates for the position of Vice Chancellor. The choice is made based on academic scholarly record, research, and experience in academic administration. The ability to handle various aspects of university work, such as administration, research, strategic planning, recruitment, government regulations, UGC guidelines, accreditation bodies, and councils like the Council of Architecture, Rehabilitation Council, Pharmacy Council of India, etc., is also considered during the recruitment of the Vice Chancellor.

The Registrar of the University is appointed by the President on the recommendation of a Selection Committee for a tenure of three years, which may be renewed for a similar term by the President. The qualifications and experience required for the appointment of the Registrar are as prescribed by the rules and regulations issued by the current University Grants Commission.

Other leadership positions, such as Pro-Vice Chancellors, Deans, Registrar, and Director of the School, are selected based on the candidates' profiles, work experience, and prior leadership track records in their respective areas of specialization and expertise. Some faculty members are also promoted to leadership positions based on their track record and body of work at the university.

Faculty selection process

Step 1:

- a) Candidates apply on the Amity University Maharashtra Website.
- b) Candidate applications are received from advertisement in the newspaper and send the CV to HR.
- c) Faculty and staff recommend candidatures to HR Department.

Step 2: HR after screening the suitability and vacancy position, sends the CVs for faculty positions to HOI / Director of the School.

Step 3: HOI conducts the Demo Lecture and ensures the intellectual ability of the potential recruit along with a panel of Faculty members.

Step 4: HOI Submits the recommendation to HR for the Second Round.

Step 5: The second round is conducted by a committee formed by the Vice Chancellor

Primarily consisting of University Officers, HR and the corresponding School HOD.

Step 6: HR Prepares the Recommendation for the Third Round of Interview to be conducted by Honorable Vice Chancellor.

Step 7: The candidate selection is forwarded to Chancellor's office for verification of the candidate quality.

Step 8: Approvals Received from the Head Office to University HR.

Step 9: Offer letter to be sent to the selected Candidate.

Step 10: Faculty joins the University.

AMITY UNIVERSITY MUMBAI (For Office Use Only)												
RESULT-DEMO TEST/INTERVIEW												
Department:.....						Interview Date:.....						
Name of Candidate :						Course/Programme Conducted :						
Experience : Teaching:.....Industry:.....						Number of Students Present :						
Subject Required For :						Number of Faculty Held :		Topic of Demo :				
(DEMO TO BE CONDUCTED FOR THE SUBJECT REQUIRED)												
Sr. No	Panel Members	Delivery of Subject (5)	Class Contact (5)	Academic Knowledge (10)	Research Experience Less Ph.D		NET (2)	JRE (2)	Industry/ Other Experience	Total (5)	Recommendation (R/NR)	Signature
					Papers (3)	Books (3)						
1	(HOD)											
2	(Member)											
3	(Subject Expert Faculty)											
4	(External Senior Faculty)											
PART - B												
	Panel Members	Verbal Expression (10)	Communication Skill (5)					Total (15)	Recommendation (R/NR)	Signature		
5												
Average A+B _____/(Grading) _____ (AA/HA/Avg)												
Grading (a) High Average : 35 and above [70%] HA (b) Above Average : 25 and above [50%] AA (c) Average : 17 and above [34%] Avg												
Recommended/Not Recommended For Pro VC/VC interview												
Signature of HOD _____												

2.15 Format for Demo Test/Interview

The Career Advancement Scheme (CAS) is also available for the faculty promotions as per UGC norms.

2.1.3.4. Stability of the academic leaders

Amity University Mumbai demonstrates a strong commitment to ensuring the stability and satisfaction of its academic leadership by fostering a highly conducive work environment that caters to both professional and personal well-being. The university emphasizes a supportive ecosystem where all basic requirements of academic leaders are meticulously addressed—ranging from well-structured service rules and competitive remuneration packages to reliable medical facilities and transparent leave policies. These institutional provisions are designed not only to attract but also to retain committed academic professionals, many of whom have been

with the university for over six years—a clear indicator of sustained leadership and organizational trust.

The university's inclusive governance model further strengthens leadership stability. Academic leaders are actively involved in strategic planning, policy formulation, and key institutional decisions, reinforcing their sense of belonging and responsibility. Regular town hall meetings and open forums promote transparency, consensus-building, and open dialogue, making leaders feel heard, valued, and empowered. This participatory approach nurtures a culture where academic excellence is driven by collaboration and mutual respect.

Moreover, Amity University Mumbai's five-day workweek (9:00 am to 5:00 pm) enables academic leaders to maintain a healthy work-life balance, which is essential for sustained motivation and productivity. Ethical practices in academic operations, coupled with a culture of empathy, inclusivity, and recognition, further contribute to the overall well-being of faculty members. Initiatives such as outreach programs, birthday celebrations, and public acknowledgment of achievements help create a vibrant academic community where leaders feel supported, motivated, and appreciated.

Altogether, these elements collectively ensure that academic leaders not only find satisfaction in their roles but also develop a long-term commitment to the institution. Amity University Mumbai thus stands as a model for fostering leadership stability through care, inclusivity, and strategic engagement.

