



## THE OPEN UNIVERSITY OF SRI LANKA

### POST OF VICE-CHANCELLOR

The Council of the Open University of Sri Lanka acting in terms of Section 34 of the Universities Act. No. 16 of 1978 and subsequent amendments and as per the terms and conditions set out in Commission Circular No. 03/2023, invites applications from suitably qualified and experienced persons to manage and lead the University as Vice-Chancellor.

Under the provisions of the Universities Act No. 16 of 1978, the Vice-Chancellor is a full time Officer, Principal Executive Officer, Accounting Officer and the academic head of the University. He/She is also an ex-officio member and Chairman of both the Council and the Senate.

The Vice-Chancellor shall, unless he vacates office earlier or is removed from office in terms of the Universities Act No. 16 of 1978 as amended, hold office for a term of three years or until the applicant completes his/her 65<sup>th</sup> year, whichever event occurs earlier.

The Vice-Chancellor is responsible for providing academic leadership, formulating, introducing and carrying out a streamlined management policy and general administration of the University. The applicant should maintain transparency and accountability in the management of the affairs of the University. The applicant is also responsible for the implementation of the decisions of the Council, for the maintenance of discipline within the University and for its general administration.

The Vice-Chancellor should be committed to maintaining academic excellence and should possess an understanding of the needs of the students and the staff. The applicant should therefore, be a person of high calibre with a record of outstanding achievement, excellent communication skills and an ability to address the diverse interests of the students and staff. The applicant should also exhibit an understanding of the mission of the Open University, including its obligations to the local community. (Prospective Applicants are invited to visit the Open University Website <http://www.ou.ac.lk> for details).

The Vice-Chancellor is eligible to receive the highest academic salary scale, an entertainment allowance of 15% of the salary and other allowances applicable to the post.

The selection process of appointing the Vice-Chancellor will be made in the manner set out in the UGC Circular No. 03/2023 dated 10.04.2023 issued by the University Grants Commission which can be accessed at, [https://www.ugc.ac.lk/attachments/2442\\_Commission%20Circular%20No.%2003-2023.pdf](https://www.ugc.ac.lk/attachments/2442_Commission%20Circular%20No.%2003-2023.pdf) for procedure for appointment.

The applicants should be citizens of Sri Lanka and shall be less than 63 years of age as at the closing date of applications. The following documents should accompany the applications:

- (i) A complete curriculum vitae of the applicant including the date of birth.
- (ii) A personal statement of vision for the development of the Open University and a brief account of what the applicant proposes to achieve if appointed to the post of Vice-Chancellor.
- (iii) If the incumbent Vice-Chancellor is an applicant, he shall give a report highlighting accomplishments during his first period of office, in addition to the documents mentioned in (1) & (II) above.
- (iv) A letter from the employer indicating whether the applicant could be released in the event of his/her appointment to the post, in case of an applicant serving in the Public Service, Corporations, Statutory Bodies and Higher Educational Institutions other than the Open University of Sri Lanka.

Candidates shall be summoned for evaluation and for an interview at a Special Meeting of the Council. In an exceptional situation, if any candidate is not in a position to appear before the Special Meeting of the Council, he/she shall be allowed to appear via virtual mode with prior notice to the Secretary.

Candidates shall be summoned before the Special Meeting of the Council for a brief presentation of a minimum of ten (10) minutes duration but not exceeding fifteen (15) minutes.

Applications with relevant documents should be addressed to **Ms. W L Vindya Jayasena, Secretary to the Council, Office of the Registrar, The Open University of Sri Lanka, Nawala, Nugegoda**, and sent under confidential registered cover or hand delivered to reach the above office **on or before 3.00 p.m. on 10.01.2024**. **In addition, a soft copy of the above documents together with any other supporting documents in PDF format should be submitted to electronic mail address: [registrar@ou.ac.lk](mailto:registrar@ou.ac.lk).**

No applications will be accepted after the closing date. The envelope containing the application with other documents must be marked as "Post of Vice-Chancellor" on its top left hand corner.

**W L Vindya Jayasena**  
**Registrar and Secretary to the Council**  
**The Open University of Sri Lanka**  
**Nawala**  
**Nugegoda.**

**10<sup>th</sup> December, 2023**