



COVENANT UNIVERSITY POLICY ON APPOINTMENT OF PROFESSORIAL ASSESSORS AND CONDUCT OF PROFESSORIAL ASSESSMENT

(125th Senate (S.125/1619) – Thursday October 20, 2016)

Preamble:

In selecting Assessors for Professorial Assessment in Covenant University (hereafter referred to as University), the following shall apply:

1. An External Assessor shall be appointed after the Central Appointments and Promotions Committee (A&PC) has been able to establish *a prima facie* qualification (PFQ) in favour of the applicant that applied for either appointment or promotion to the rank of Associate Professor or Professor.
2. A Professorial Assessor shall be a full-fledged Professor from a reputable University recognized by the Senate of Covenant University.
3. Proposed Assessors shall be recognized experts in their fields.
4. Proposed Assessors shall not be:
 - a. Connected to the concerned Department/discipline in any paid capacity as External Examiner (postgraduate or undergraduate), visiting scholars, or any similar affiliation in the last five (5) years;
 - b. Members of staff who had left the services of the University in the past five years.
5. The Dean of the College shall submit to the Vice-Chancellor a list of six (6) names of possible Assessors on the advice of the Head of Department (where the Head of Department is a Professor). In cases where the HOD is not a Professor, and there are no other Professors within the Department, an Ad-hoc Committee appointed by the Dean shall supervise the generation of nominees.

6. Where the Dean is not a Professor, an Ad-hoc Committee appointed by the Vice-Chancellor shall supervise the generation of nominees.
7. No single Professor within a Department shall be responsible for the generation of nominees. This responsibility shall be borne by all Professors in the concerned Programme/Department. Where a Department has less than two Professors, the Dean of the College shall supervise the process.
8. The names of nominated External Assessors shall be listed in the order of preference.
9. The Vice-Chancellor (or his proxy) shall reserve the right to select any two (2) names from the list of nominees to assess a Professorial candidate.
10. External Assessors shall be guided by Appointment and Promotions criteria as they relate to the position applied for by the applicant.
11. Where the reports of the two Assessors support the Professorial appointment of the candidate, the Vice-Chancellor shall take the report as a confirmation of the eligibility of the candidate for the Professorial cadre.
12. Where the report of one of the two Assessors is negative, the University shall engage a third nominee on the recommendation of the Vice-Chancellor (or his proxy). The recommendation of the third Assessor shall determine the appointment or otherwise for the candidate.
13. All Assessors shall be required to come to Covenant University for the assessment exercise, except in unique cases, which shall be approved by the Vice-Chancellor.
14. The cost of accommodation, feeding, and travel of the Assessors for the exercise shall be borne by the University. This is independent of the honorarium, which shall be paid immediately on completion of the assignment.

15. An External Assessor shall submit his/her report, using the prescribed format, along with every other material delivered to him or her for the exercise. The report shall be submitted directly to the Vice-Chancellor (or his proxy) immediately after the exercise