

**D.O. No. 1-18/2018-PN-II**  
**Ministry of Human Resource Development (MHRD)**  
**Department of Higher Education**  
**Policy Division**

Room No. 111-C, Shastri Bhawan,  
New Delhi, dated the 26<sup>th</sup> September, 2018

**OFFICE MEMORANDUM**

**Sub: Eligibility for Nomination of Faculty to Three Weeks Leadership for Academicians Programme (LEAP) with One Week Foreign Training Component for the year 2018-19**

**1. Introduction**

**Leadership for Academicians Programme (LEAP)** is a three weeks leadership development training programme (2 weeks domestic and one week foreign training) for second level academic functionaries in public funded higher education institutions. The main objective is to prepare second tier academic heads who are potentially likely to assume leadership roles in the future. The programme would provide senior faculty, with high academic credentials, the required leadership and managerial skills including skills of problem-solving, handling stress, team building work, conflict management, developing communication skills, understanding and coping with the complexity and challenges of governance in HEIs, financial & general administration.

**2. Eligibility criteria:**

The mandatory eligibility conditions shall be:

- i. At least 8 years of experience in the grade of Professor,
- ii. At least 3 years experience in administrative positions,
- iii. Impeccable Integrity and
- iv. High academic standing (at least 30 publications in 'SCOPUS' indexed international journals.
- v. Age below 55 yrs

### 3. How to apply:

The application can be submitted online on the website/link hosted on the website of the LEAP training institutions by 15<sup>th</sup> October 2018 for the year 2018-19. The applicant will submit a brief note on the benefits of such leadership development( not more than two pages).

### 4. The format for application could be as follows:

Name and Designation of the applicant			
Official Address			
Contact details			
Age ( not more than 55 years)			
No. of years of Teaching experience as Professor			
Details of administrative experience			
Leadership/Governance Qualities			
Integrity			
Details of major Training Programmes attended( national & international)	Name of the organization	Dates	Themes
High academic standing : No. of publications in SCOPUS indexed Journals			
Any other relevant information			

### 5. The following are the 15 LEAP Training Institutions :

1. Indian Institute of Technology, Kharagpur
2. Indian Institute of Technology, Kanpur
3. Banaras Hindu University, Varanasi
4. Jamia Miliia Islamia, New Delhi
5. Indian Institute of Technology, Roorkee
6. Indian Institute of Science Education and Research (IISER) Kolkata

7. University of Hyderabad, Hyderabad
8. NIT Trichy
9. University of Delhi
10. Indian Institute of Technology, Bombay
11. Jawaharlal Nehru University
12. Indian Institute of Technology BHU
13. Tata Institute of Social sciences(TISS) Mumbai
14. AMU , Aligarh
15. National Institute for Education, Planning and Administration (NIEPA), New Delhi

**6. Foreign travel procedures:**

Candidates applying for the LEAP training programme will obtain necessary clearances for foreign travel, which to some extent can be facilitated by the Ministry, if required.

  
(Dr. N. Saravana Kumar)  
Joint Secretary

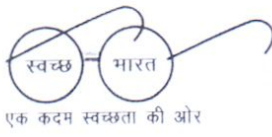
To,

1. The Project Coordinators of approved LEAP Training institutions
2. Heads of host institutions

Copy for kind information to:

1. PPS to Secretary(HE),MHRD
2. All Bureau Heads –Dept. of Higher Education
3. OSD(NEP) – for coordination and follow-up with LEAP Training institutions





21/18

3/10/18

भारत सरकार  
मानव संसाधन विकास मंत्रालय  
उच्चतर शिक्षा विभाग  
शास्त्री भवन  
नई दिल्ली - 110 115

GOVERNMENT OF INDIA  
MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
DEPARTMENT OF HIGHER EDUCATION  
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D.O. No. 1-18/2018-PN-II

Date: 26.09.2018

**Sub: Regarding Leadership for Academicians Programme (LEAP) Implementation.**

Dear Prof. A R Kidwai,

You may be kindly aware that your esteemed institution has already been approved as a LEAP training Institution for implementing Leadership for Academicians Programme (LEAP). In this regard, you may kindly note the following:

- 1) You may go ahead in signing MoUs with Foreign collaborating Institution as per the scheme details and extant rules of the Government of India subject to maximum financial cap of Rs. 10 lakh per participant.
- 2) As regard nominations, it has been decided that each LEAP training Institution shall put in place an online portal for registering the applications before 15<sup>th</sup> October, with automatic screening out of ineligible applicants.
- 3) The mandatory eligibility conditions shall be:
  - i. At least 8 years of experience in the grade of Professor,
  - ii. At least 3 years experience in administrative positions,
  - iii. Impeccable Integrity and
  - iv. High academic standing (at least 30 publications in 'scopus' international journals
  - v. Age below 55 yrs
- 4) Meanwhile, it is also informed that the applications which have come to the Ministry so far are being advised to reapply on the online portal of the respective Institutions.
- 5) You may have finalized the Information Brochures in LEAP for which the earlier deadline was 17<sup>th</sup> September, 2018. You are requested to upload the same on your Institutions website and share the same with the Ministry latest by 1<sup>st</sup> October, 2018.

You are requested to initiate necessary actions for smooth roll out of the LEAP Program.

With regards,

Yours sincerely,

(N. Saravana Kumar)

Prof. A R Kidwai  
Director, Aligarh Muslim University  
Aligarh, Uttar Pradesh 202001







Ministry of Human Resource Development  
Department of Higher Education  
(PN.II Section)

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**Record of Discussions of Meeting  
on Leadership Development Programme for academic administrators  
held at 4.00 PM on Tuesday, the 7th August, 2018**

A meeting was held under the Chairmanship of Secretary (HE) MHRD on Tuesday, 7<sup>th</sup> August, 2018 to discuss modalities for roll-out of the "**Leadership-for-Academicians Programme (LEAP)**" as a part of the PMMMMNMTT. The meeting was attended Vice-Chancellors of JNU, DU, Director IIT Kharagpur, representatives of IIT-BHU, IIT Roorkee, IIT Bombay, IISER Kolkata, NIT Trichy, University of Hyderabad, BHU and Jamia Milia Islamia. Joint Secretary, Dr. N. Saravana Kumar and Dr. Shakila Shamsu OSD (NEP) were also present in the meeting.

2. The purpose of the proposed leadership development programme is to fulfill a long perceived need of preparing senior faculty, such as Deans, Head of Departments for future governance roles as leaders in academic institutions. The programme would provide senior faculty, with high academic credentials, the required leadership and managerial skills including skills of problem-solving, handling stress, team building work, conflict management, developing communication skills, understanding and coping with the complexity and challenges of governance in HEIs, financial & general administration. It is proposed that the programme will be 2 weeks in India, and at least one-week in a reputed foreign university so as to inspire the institutions to think global.

3. The participating institutions, while appreciating the proposal, expressed the following:

- i. The firming up the collaboration with foreign university is, in most cases, still at a nascent/initial stage, and the details of the cost to be incurred needs more time to negotiate.
- ii. Both the domestic and foreign training are better undergone in one spell.
- iii. The pedagogy of training must be a combination of lectures, panel discussions, field-visits, report writing, flipped learning etc. giving due credence to the levels of the trainees. Similarly, the resource persons/experts must definitely not be in-house faculty but drawn from other institutions and must not only be academics but from industry, corporate houses, govt. organizations, think tank bodies policy makers etc.
- iv. The assessment and evaluation should help in rating of the participants on parameters of (a) ability to work in groups, (b) ability to handle crises (c) Communication ability (d) problem solving ability and (d) organizational ability. So, innovative and psychometric observation & testing and other modern evaluation techniques need to be explored.
- v. Regarding nominations for the training programmes, institutions must be also allowed to invite open applications based on some specific criteria so that any deserving candidate gets a fair chance.





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- vi. The nature and type of training shall be generic as the training was to instill general qualities that make an individual a leader and would help the trainee don leadership role in any institution irrespective of the nature of that institutions.
- vii. There may be one more meeting with all the participating institutions to collaborate further. VC, JNU agreed to host this on 10th September 2018.
- viii. Training shall use pedagogy that brings out the true self of each participant. Therefore use of flipped learning, panel discussion, case method etc may be used.

4. After detailed discussions, the following have been agreed upon:

- i. Training may be of a generic nature and not institution-specific type of training. While covering the core themes, each institution can bring out its own approach to the training, offering options to the trainees to opt for any of the (12) programmes.
- ii. Each may prepare a draft brochure by 10th September covering:
  - a. Structure of programme
  - b. Explicit approval of foreign collaborating Institution (shall be in the top-100 global universities)
  - c. Curriculum
  - d. Likely Resource Persons
  - e. Pedagogical aspects
  - f. Assessment and evaluation
  - g. Likely scheduled dates for Indian & foreign training
- iii. Assessment may be done on several leadership attributes like problem solving abilities, handling stress, managing conflicts, decision making etc and these assessments can be formulated by taking assistance from the psychometrician.
- iv. The next meeting will be on 10<sup>th</sup> September, 2018 at Jawaharlal Nehru University, New Delhi, in which institutions will present their institutions action plan and the brochures prepared, and would finalise the same after due deliberations.

5. The meeting concluded with a vote of thanks to the Chair.

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## List of Coordinators & participants who have attended the meeting

S. No.	Name of the University/Institution	Name of the Coordinator with contact details	Name of the participants who have attended the meeting
1.	University of Delhi	<b>Professor Yogesh K. Tyagi</b> Vice Chancellor Mob: 9971473879 E-mail: <a href="mailto:vc@du.ac.in">vc@du.ac.in</a>	<b>Professor Sunita Singh Sengupta</b> Dean & Head, Faculty of Management Studies University of Delhi Mob: 9873167484 E-mail: <a href="mailto:dean@fms.edu">dean@fms.edu</a>
2.	Indian Institute of Technology Bombay	<b>Prof. Devang V Khakhar</b> Director, E-mail: <a href="mailto:dean.fa@iitb.ac.in">dean.fa@iitb.ac.in</a> Mobile: 9619747177	<b>Prof. Satish Agnihotri</b> Head, CTARA Mob: 9810307353 E-mail: <a href="mailto:sbagnihotri@iitb.ac.in">sbagnihotri@iitb.ac.in</a>  <b>Prof. Urjit Yajnik</b> Dept. of Physics Mob: 9869028125 E-mail: <a href="mailto:yajnik@iitb.ac.in">yajnik@iitb.ac.in</a>
3.	Indian Institute of Technology, Kharagpur	<b>Prof. P P Chakrabarti</b> Director Mob: 9434013691 E-mail: <a href="mailto:director@iitkgp.ac.in">director@iitkgp.ac.in</a>  <b>Prof. Adrijit Goswami</b> Mob: 9434035277 E-mail: <a href="mailto:goswami@maths.iitkgp.ac.in">goswami@maths.iitkgp.ac.in</a>	
4.	Indian Institute of Technology, Kanpur	<b>Prof. Abhay Karandikar</b> Director Tel. 0512-2597258 <a href="mailto:director@iitk.ac.in">director@iitk.ac.in</a>	
5.	Jawaharlal Nehru University	<b>Prof. M. Jagadesh Kumar</b> Vice Chancellor Mob: 9811502924 E-mail:	

		<p><a href="mailto:mamidala@mail.jnu.ac.in">mamidala@mail.jnu.ac.in</a></p> <p><b>Dr. Madhav Govind</b>  Director HRDC  Mob: 9868732956  E-mail: <a href="mailto:mgovind11@gmail.com">mgovind11@gmail.com</a></p>	
6.	Indian Institute of Technology, Roorkee	<p><b>Prof. B.K. Gandhi</b>  Coordinator, Continuing Education Center  Mob: 9412920113</p> <p><b>Prof. Ajit Kumar Chaturvedi</b>  Director  9837070794  E-mail: <a href="mailto:bkqmefme@iitr.ac.in">bkqmefme@iitr.ac.in</a>  <a href="mailto:director@iitr.ac.in">director@iitr.ac.in</a>  <a href="mailto:dir_office@iitr.ac.in">dir_office@iitr.ac.in</a></p>	
7.	Banaras Hindu University	<p><b>Dr Neeraj Tripathi</b>  Registrar  Mob: 9415336704  E-mail: <a href="mailto:registrar@bhu.ac.in">registrar@bhu.ac.in</a>  <a href="mailto:bvidyarthi650@gmail.com">bvidyarthi650@gmail.com</a></p>	
8.	University of Hyderabad	<p><b>Prof. Y Narasimhulu</b>  Director - HRDC  Mob: 9949093636  E-mail: <a href="mailto:ynarasimhulu59@gmail.com">ynarasimhulu59@gmail.com</a></p>	
9.	Jamia Millia Islamia	<p><b>Prof Anisur Rahman</b>  Director HRDC  Mob: 9868943284  E-mail: <a href="mailto:arahman@jmi.ac.in">arahman@jmi.ac.in</a></p> <p><b>Prof. Mukesh Ranjan</b>  Coordinator  Mob: 9312712251  E-mail: <a href="mailto:mranjan@jmi.ac.in">mranjan@jmi.ac.in</a></p>	
10	Indian Institute of Science Education & Research, Kolkata	<p><b>Prof. Sourav Pal</b>  Director  91-33-66340012  <a href="mailto:director@iiserkol.ac.in">director@iiserkol.ac.in</a>  <a href="mailto:s.pal@iiserkbl.ac.in">s.pal@iiserkbl.ac.in</a></p>	<p><b>Prof. Soumitro Banerjee</b>  Dean, Academics  Mob: 9432598503  E-mail:</p>



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12	Indian Institute of Technology, (Banaras Hindu University), Varanasi	<p><b>Prof. Pramod Kumar Jain</b> Director Mob: 8887865005 E-mail: <a href="mailto:iitbhu.ac.in">iitbhu.ac.in</a></p> <p><b>Prof. A.K. Tripathi</b> Principal Investigator Dean 9415518418 Email: <a href="mailto:dora@iitbhu.ac.in">dora@iitbhu.ac.in</a></p>	

**Appendix-II**

**Financial Estimate of Academic Leadership Development Program with Foreign Training component**

**For one Batch of 30 participants**

**Item wise Maximum Financial Limit**

**(Amount in Rupees)**

S. No.	Item	Units	Rate	Expense
<b>Training within India (2 weeks)</b>				
1.	Boarding and Lodging	30 (persons)	@75,000 per person [ x 30 (persons)]	<b>30 x 75,000</b> = <b>22,50,000</b>
2.	Domestic travel including field visits within India	30 (persons)	@75,000 per person [ x 30 (persons)]	<b>30 x 75,000</b> = <b>22,50,000</b>
3.	Course Material/Publication	30 (persons)	@50,000 per person [ x 30 (persons)]	<b>30 x 50,000</b> = <b>15,00,000</b>
4.	Contingency Expenses	30 (persons)	@50,000 per person [ x 30 (persons)]	<b>30 x 50,000</b> = <b>15,00,000</b>
<b>Training in Foreign University (1 week)</b>				
5.	Accommodation/Food/Local Travel	30 (persons)	@200 USD per day (= 200 x 68 INR) per day per person [ x 7 (1 week) x 30 (persons)]	<b>200 x 68 x 7 x 30</b> = <b>28,56,000</b>
6.	International Travel/Visa/Medical Insurance	30 (persons)	@1600 USD (= 1600 x 68 INR) per person [ x 30 (persons)]	<b>1600 x 68 x 30</b> = <b>32,64,000</b>
7.	Training expenses for Foreign University	30 (persons)	@1000 USD per day (= 1000 x 68 INR) per day per person [ x 7 (1 week) x 30 (persons)]	<b>1000 x 68 x 7 x 30</b> = <b>1,42,80,000</b>
	<b>Sub-Total</b>	<b>30 (person)</b>	<b>2,79,00,000 or Rs. 2.79 crore (Rs. 9.30 lakhs per person)</b>	
8.	Remuneration to Experts			<b>10,00,000</b>
	<b>Grand Total</b>		<b>2,89,00,000 or Rs. 2.89 crore (Estimated as Rs. 9.63 lakhs per person)</b>	