

***ANNEXURE 14: Line Manager Report Template**

Name of Applicant:	
Applicant staff number (if UKZN academic):	
Rank being applied to:	
Discipline:	
School:	
College:	
Year of application:	

Exceptional (score of 5)	Exceeds expectation (score of 4)	Meets expectation (score of 3)	Does not meet expectation (score of 2)	Unsatisfactory/ (score of 1)
Academic whose accomplishment in T/L are exemplary, commitment to enhancing students learning, and advancing pedagogy leading to outcomes with a major impact on T/L practice.	A candidate demonstrates a high level of commitment and performance exceeding the expectations.	Performance is on average more than what is expected, academic. meets expectations and the quality of work overall is very good	Performance has not met expectations in most areas.	Performance below expectations. Significant improvement is needed in most/all areas.

Teaching and Learning	Contribution	Score
Contribution in improving learning or practice experiences.		
Contribution to innovative teaching practice methodologies and pedagogy.		
Overall standing in teaching and learning.		
Research & Innovation		
Trajectory of the research output.		
Successful research grants from external sources into UKZN and initiating international research collaboration.		
Active and sustained contributions to research seminars and conferences.		
Successful graduations (Masters & PhD) for professoriate and honours students for senior lecturers		
Overall standing of the applicant as a researcher.		
Leadership and University Administration		

Contribution to academic leadership and administration of the Discipline, School, College and serving on School or university committees.		
Academic Citizenship (including community engagement)		
Contribution to providing consultation services to communities, business, industry that enable knowledge transfer and promote research projects.		
Active service of the applicant as an office-bearer in, and active membership of, a professional society.		
Contribution of applicant to community human capital development activities, which impacts broader communities and society that the University serves.		
Applicant role in academic community activities such as invitations to deliver key-note speeches, review papers or invited as assessor for major grant awarding bodies.		
Contribution of the applicant in initiating and signing MOUs with external institutions nationally and internationally.		
Overall estimation of applicant's current standing in academic citizenship.		

* The Line Manager will rate the candidate on a scale of 1-5 in all the areas of evaluation in the same manner as the assessor/referee. The assessment report of the line manager will be considered by the selection committee alongside those of the assessors