

**ARULMIGU PALANIANDAVAR ARTS COLLEGE FOR WOMEN, PALANI (Autonomous )**

**Nationally Re-accredited with B++ by NAAC in 3<sup>rd</sup> Cycle**

**Affiliated to Mother Teresa Women's University, Kodaikanal)**

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## **CODE OF CONDUCT FOR HEAD OF THE INSTITUTION**

The code of Conduct for the Head of the Institution has been framed by the Statutory Bodies, governing the college. As per the regulations, she / he is expected to –

- Provide inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, organization of human resources and concern for environment and sustainability.
- Ensure that the development plans of the College, both long-term and short-term, with respect to the academic programmes are duly processed and implemented through relevant authorities, bodies, committees and its members.
- Ensure the observance of the acts, statutes, ordinances, regulations, rules and other orders issued there under by the University authorities, other regulatory bodies and the Management, from time to time.
- Assure the competence and effectiveness in the whole of administrative plans and assignments.
- Keep the administration of the academic programmes of the college as well the general administration of the college under her / his purview.
- Shoulder the responsibility of addressing and resolving all issues concerned with the partakers of education.
- Ensure that ample importance is given to the gender sensitivity measures in all the activities of the college.
- With regard to the disciplinary measures, take all the necessary actions as per the direction of the regulatory authority. Take actions, which should be impartial and maintain complete transparency.
- Be responsible in delivering leadership, direction and co-ordination within the College.

- Be responsible for the smooth conduct of curricular, co-curricular and extra-curricular activities of the College.
- Be honest, fair, objective, supportive, protective and law abiding.
- Implement new ideas and plan to execute the college vision and mission.
- Promote democratic values, listen to staff and students and set a supportivetone.
- Ensure that the staff and students are aware of rules, policies and procedureslaid down by the college.
- Be just and fair in interactions with staff and students.



A. P. J.

**PRINCIPAL**  
Arulmigu Palaniandavar Arts College  
for Women, PALANI-624 615.