

Hazi A.K. Khan College

Hariharpara, Murshidabad, W.B.

ESTD. - 2008



PROFESSIONAL ETHICS AND CODE OF CONDUCT

FOR PRINCIPAL AND THE GOVERNING BODY

Hatemul Islam
President
Hazi A.K. Khan College
Hariharpara Murshidabad



[Signature]
Principal
Hazi A.K. Khan College
Hariharpara, Murshidabad

CODE OF CONDUCT FOR THE PRINCIPAL

The Principal is the academic and administrative head of the institution, dedicated to its growth and development. The following code of conduct is to be adhered to by the Principal of Hazi A. K. Khan College:

- The welfare of the students shall be the paramount priority of the Principal.
- The Principal must formulate and implement policies and plans that align with the vision and mission of the college.
- The Principal must conduct himself with the utmost integrity and avoid taking decisions that may lead to legal infractions.
- The Principal shall oversee a range of academic activities, including curricular, co-curricular, and extracurricular programs.
- The Principal should consistently demonstrate honesty, fairness, adherence to the law, objectivity, supportiveness, and protectiveness in all actions.
- The Principal must ensure that both staff and students are fully informed of the college's rules, policies, and procedures, and enforce these regulations appropriately.
- Decentralized governance should be promoted by the Principal by establishing various cells and committees, and convening meetings of these bodies as necessary.
- Both long-term and short-term perspective plans of the institution should be appropriately developed and executed through relevant authorities, bodies, cells, and committees.
- The Principal shall refrain from allowing considerations of caste, creed, religion, race, gender, or sex to influence professional decisions and actions.
- The Principal should ensure that the institution upholds its commitment to environmental sustainability and social responsibility.
- The Principal should promote a safe and healthy campus environment, ensuring zero tolerance on ragging and sexual harassment.
- The Principal must manage the college's financial resources prudently, ensuring transparency and accountability in budgeting and financial reporting.

Hatemel Khan
President
Hazi A.K. Khan College
Hariharpara Murshidabad



[Signature]
Principal
Hazi A.K. Khan College
Hariharpara, Murshidabad

CODE OF CONDUCT FOR THE GOVERNING BODY

The Governing Body of a college is the highest decision-making authority, responsible for the institution's strategic direction, governance, and oversight. The following code of conduct is to be adhered to by all members of the Governing Body of Hazi A. K. Khan College.

- The Governing Body shall possess complete administrative autonomy and hold the authority to appoint administrative staff and teaching faculty.
- It shall approve vision and mission of the college, including long-term academic plans.
- The Governing Body shall sanction and endorse matters proposed and approved by the IQAC and Teachers' Council of the college.
- It shall authorize the introduction of new courses of study and oversee the restructuring and redesigning of existing courses.
- The Governing Body shall exhibit neutral and unbiased behavior towards all stakeholders.
- It shall establish admission rules in accordance with the state government's reservation policy and the regulations of the affiliating university.
- It shall monitor the performance of the college and ensure quality assurance arrangements.
- The Governing Body shall ensure compliance with statutes, ordinances, and provisions regulating the college, including those by the UGC and the University of Kalyani.
- Members of the Governing Body shall uphold high standards of character, transparency, decorum, and reputation.
- College property shall not be used for personal benefit of the Members of the Governing Body.
- The Governing Body shall receive all communications from the Principal, and reciprocally, the Governing Body shall communicate their decisions through the Principal.
- Respect for the opinions of other members shall be paramount; each member shall be given an opportunity to express their views, and if necessary, contradictory opinions shall be permitted and recorded.

Hateemul Islam
President
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Hariharpara Murshidabad



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