



**School of Management Sciences**

**Lucknow**

**Code of Conduct  
for  
The Director**

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10. To create an environment conducive for research oriented academic parleys and thus promote research activities in the institution to add further to the knowledge pool.
11. To uphold upkeep and enforce discipline in the behavioural manifestation of all the stakeholders of the institution and thus maintain campus-serenity required for academics.
12. To promote and maintain the practice of extra-curricular activities amongst the students and other human resources of the institution and thus adds to the societal dynamism simile to essence-of-life.
13. To endeavour for the upkeep of tranquility of the region surrounding the Institute so that academic practices comes to gradual prevalence and only prevail, eventually.
14. To promote and maintain harmonious relationships of the Institute with the adjoining society in order to ensure spontaneous flourish and prosperity of all the students of the institution.
15. To endeavour and strive for maintaining vibrancy of attitudes of all the stakeholders of the institution and thus to nourish & enhance their capabilities.
16. Report to the Chairman/ Executive Secretary/Secretary of the Society and the Governing Council and advice on academic and administrative matters of the Institute.
17. The Director shall adhere to the following principles to maintain standards in Public Life.
  - Selflessness
  - Objectivity
  - Accountability
  - Openness
  - Leadership

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## Code of Conduct for the Director

The chair of the Director of the Institute has got multifaceted roles to play and to shoulder multilateral responsibilities having characteristics of a patron, custodian, supervisor, administrator, adjudicator, protector, inspirer, and so on.

- (1) The Director shall be the Principal Academic and Executive Head of the Institute and shall exercise general supervision and control over the affairs of the Institute and give effect to the decisions of all the authorities of the Institute.
- (2) The Director remains liable to follow certain codes of ethics in his conduct as proclaimed by the University Grants Commission (UGC) in tandem with the guidelines framed by the AICTE and Ministry of Human Resource Development (MHRD) and the set of prescripts enforced by the State Government as well as the Affiliating University.
- (3) The Director, may if he is of the opinion that immediate action is necessary on any matter, exercise any power conferred on the Governing Council and shall report to the Council about the action taken by him on such matter.
- (4) The Director shall be entitled to be present at and to address, any meeting of any authority or akin body of committee of the Institute.
- (5) It shall be the duty of the Director to see that the Rules & Regulations are duly observed, and he shall have all the powers necessary to ensure such observance.
- (6) The Director shall exercise general control over the affairs of the Institute and shall give effect to the decisions of the authorities of the Institute.
- (7) All powers relating to the proper maintenance and discipline in the Institute shall stand vested in the Director.
- (8) The Director shall have the power to convene or cause to be convened, meetings of the Academic Council, the Selection Committee, the IQAC, and other committees of which happens to be the chairman.
- (9) The Director may, at his discretion, constitute such committees as he may consider appropriate.

- (10) The Director shall have the power to re-delegate some of his powers to any of the officers under his control with the approval of the Governing Council.
- (11) The Director shall ensure the existence of an academic environment within the Institute and should endeavour for its enrichment by encouraging research activities. Thus, the Director should encourage the faculty members of the Institution to take up research projects, publish research papers, arrange for regular seminars and participate in conference/symposium/workshop/seminars.
- (12) The Director shall be overall responsible for developing the institute in all areas and for an all-round growth of the institute such as to establish an ideal institute he shall promote various curricular, co- curricular & extra-curricular activities.
- (13) The Director shall be responsible for human resource planning for teaching and non-teaching staff for long and short term requirements.
- (14) The Director shall arrange and organize the various faculty and staff development programmes for the growth of the Institute.
- (15) The Director shall represent the institute in various State and Regional level bodies, societies, councils as required by the Government and the affiliating university.
- (16) The Director shall arrange and participate in Academic Council Meetings in developing the curriculum for autonomous programs.
- (17) The Director shall conduct regular meetings of the various committees for better liaison and coordination in academic, administration, and to exchange ideas and to secure cooperation in various activities.
- (18) The Director shall conduct Institute Development & Monitoring Committee Meetings to ensure Quality Management of the Institution.

- (19) The Director shall participate in Governing Council meetings as a Member Secretary, advice in various policy decisions and ensure implementation of decisions.

Specifics of the salient and significant codes applicable in the conduct of the Director are as under:

1. To uphold and upkeep the ethos of inclusiveness in terms of imparting education in the institution.
2. To protect the collective interest of different sections of the institution so that each and all can perform freely and give their highest for the institution building.
3. To institute, nourish and enforce meeting equal treatment to all the stakeholders so that there remains no scope of any discriminatory and disparate practice at any level within the stretch of the Institute.
4. To uphold and maintain the essence of social justice for all the stakeholders irrespective of their caste, creed, race, sex, or religious identity as within the framework of Indian Constitution.
5. To create and maintain an unbiased gender-free atmosphere within the periphery of the Institute so that all the stakeholders enjoy equal opportunities.
6. To ensure compliance of good governance practice and principles.
7. To generate and maintain required alertness among all the stakeholder of the Institute so that the chances of incidents of sexual harassment get ever minimized and ultimately eradicated.
8. To initiate and propagate the spirit of welfare within all the sections of human resources attached directly or indirectly with the Institute and hence to build mutual confidence amongst them.
9. To maintain and promote academic activities in the Institute in all possible avenues already explored and thus encourage exploration of newer avenues for further academic pursuit.