

	<b>RECTOR</b>  <b>Job Description</b>	<b>Document No:</b>	AK-GT.001
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The Rector ensures that Cyprus Aydın University operates in harmony; that the educational and instructional capacity of the university and its affiliated units is utilized and developed rationally; that the powers and responsibilities assigned to them by YÖK (Council of Higher Education), the TRNC Higher Education Law, and the University's Foundation Charter are fulfilled; and that the university attains a more prestigious standing among other universities.

### MAIN RESPONSIBILITIES

1. To chair the university boards; to implement the decisions of higher education apex bodies; to review and decide upon the proposals of university boards; and to ensure orderly cooperation among the institutions affiliated with the university.
2. To fulfill the matters stipulated in the TRNC Higher Education Law and the University's Foundation Charter.
3. To prepare the investment programs, budget, and staffing requirements of the university after obtaining the opinions and suggestions of the affiliated units, the university administrative board, and the senate, and to submit them to the relevant units/institutions.
4. To represent the university before private and legal entities, national or international institutions and organizations, as well as official authorities.
5. To inform YÖK, YÖDAK (Higher Education Planning, Evaluation, Accreditation and Coordination Council), and the Board of Trustees about the university's educational, instructional, scientific research, and publishing activities at the end of each academic year and when necessary.
6. To evaluate, approve, and announce the performance of academic staff.
7. To change the duty stations of or assign new duties to the teaching staff and other personnel employed in the organizations and units constituting the university, when deemed necessary.
8. To exercise general supervision and inspection authority over the units of the university and personnel at all levels.
9. To monitor the compliance of all employees with working hours.
10. To monitor and evaluate the number of teaching staff in academic units, and to carry out the recruitment/procurement of teaching staff.
11. To ensure the preparation and follow-up of all regulations, directives, and the strategic plan of the university.
12. To perform other duties assigned to them by Laws, Charters, and Regulations.
13. To conduct all operations in accordance with information security objectives, policies, and information security management system documentation.
14. To ensure, follow up, and control that the duties under the authority and responsibility of the Vice-Rectors are fulfilled completely and in a timely manner.
15. The Rector is primarily authorized and responsible for the rational utilization and development of the educational capacity of the university and its affiliated units; the provision of necessary social services to students; the taking of security measures when necessary; the planning and execution of educational, instructional, scientific research, and publishing activities; the exercise of scientific and administrative supervision and inspection; and the delegation, follow-up, control, and finalization of these duties to lower sub-units.
16. The Rector is accountable to the President of the Board of Trustees.

Prepared By	Reviewed By	Approved By
Department of Strategy and Quality Development Signature	Secretary General  Signature	Rector  Signature