

Detailed Implementing Rules for the Operation of the University Senate

Established Nov. 29, 2006
Amended Jun. 3, 2008
Amended Feb. 8, 2011
Amended Nov. 29, 2013
Amended Oct. 31, 2014
Amended Nov. 30, 2016
Amended Feb. 7, 2018

Chapter 1 General Provisions

Article 1 (Name) The committee shall be named the University Senate (hereinafter referred to as “Senate”) of the Pohang University of Science and Technology (hereinafter referred to as “University”).

Article 2 (Purpose) These regulations set the provisions for the operation of the University Senate pursuant to Articles 32-38 of the Bylaws of the POSTECH Foundation (hereinafter referred to as “Bylaws”).

Article 3 (Functions) The Senate shall deliberate on the following matters pursuant to Article 37 of the Bylaws (for Items 3-5, however, it may perform advisory roles only): (Amended June 3, 2008)

1. Matters concerning the development plans of the University
2. Matters concerning the establishment or amendment of the University Statutes
3. Matters concerning the enactment or amendment of the University Charter
4. Matters concerning the operation of curricula of the University
5. Matters concerning the budgets and settlement of accounts of the University
6. Matters concerning the recommendation of members to the Recommendation Committee
7. Other matters presented for consideration by the President of the University

Chapter 2 Organization

Article 4 (Composition) The Senate shall consist of 11 representatives; the following shows the authorized number of representatives for each constituency:

1. Five faculty members
2. Two staff members
3. Two students
4. Two outside members who may contribute to the University’s advancement

Article 5 (Appointment) The representatives shall be appointed as follows:

1. Faculty representatives shall be appointed at the recommendation of the Faculty.
2. Staff representatives shall be appointed at the recommendation of the Workplace Development Council.
3. Student representatives shall be appointed at the recommendation of the Student Association.
4. Outside members who may contribute to the University’s advancement shall be appointed by the President

of the University.

Article 6 (Election of Faculty Representatives) ① The electorate and those eligible as faculty representatives shall be tenure-track or tenured faculty members of the University. (Amended November 29, 2013)

② Representatives shall be elected by a vote without candidate registration and shall exclude those who have verbally expressed their intention not to serve as representatives. (Amended November 30, 2016)

③ (Deleted November 30, 2016)

④ The number of candidates to be marked on a ballot shall not exceed the quota provided for in Article 4, Clause 1.

⑤ Up to the quota specified in Article 4, Clause 1, representatives shall be elected in the order of the number of votes obtained.

⑥ In case of a tie, the one with the earlier employment start date shall be elected.

⑦ Elections shall be supervised by the Faculty Senate. (Amended November 30, 2016)

Article 7 (Election of Staff Representatives) ① The electorate and those eligible as staff representatives shall be full-time regular staff members working for the University.

② Representatives shall be elected by vote from among those who have registered themselves as candidates to the Workplace Development Council with recommendations from a minimum of 20 voters.

③ The number of candidates to be marked on a ballot shall not exceed the quota specified in Article 4, Clause 2.

④ Up to the quota specified in Article 4, Clause 2, representatives shall be elected in the order of the number of votes obtained.

⑤ In case of a tie, the one with the earlier employment start date shall be elected.

⑥ The Workplace Development Council shall make the decision on the voting methods and administer and supervise elections.

Article 8 (Election of Student Representatives) ① One of the student representatives shall be the president of the Undergraduate Student Association serving as an ex officio member of the Senate; if the post of the president of the Undergraduate Student Association is vacant, a vote shall be held by the Student Representatives Steering Committee to elect a representative.

② The other student representative shall be the president of the Graduate Student Association serving as an ex officio member of the Senate; if such a council has not been established; if the president of the Graduate School Association is absent, a vote shall be held by the Student Representatives Steering Committee to elect a representative. (Amended October 31, 2014)

③ (Deleted October 31, 2014)

④ (Deleted October 31, 2014)

Article 9 (Appointment of Representatives from Outside the University) The President of the University shall appoint outside people who may contribute to the University's advancement as representatives to the Senate.

Article 10 (Term of Office and Recommendation Period) ① Representatives may be reappointed, and their terms of office shall be as follows (Note, however, that a substitute member's term of office shall be the

predecessor's remaining term of office.):

1. Faculty members: two years
2. Staff members: two years
3. Students: one year
4. Outside figures who may contribute to the University's advancement: two years

② The President of the University shall make a written request for the recommendation of representatives to the party empowered to recommend representatives in each constituency at least 30 days prior to the expiration of a senate term; each constituency shall recommend a successor at least 15 days prior to the expiration of a senate term.

③ In case a vacancy occurs in the Senate during a term of office, the party empowered to recommend representatives in each constituency shall report it to the President of the University within seven days after the occurrence of the vacancy and recommend a substitute representative to fill the vacancy within 15 days of the notification.

Article 11 (Resignation and Dismissal of Representatives) ① A representative who wishes to resign during the term of office shall submit a resignation letter to the Chairman of the Senate. (Amended February 7, 2018)

② A representative shall be dismissed on the day of submission of the resignation letter. (Amended February 7, 2018)

Article 12 (Disqualification of Representatives) ① A faculty or staff representative shall be disqualified if his/her status changes as provided for in the following items from the date of such change:

1. Leave of absence or retirement
2. Removal from office by a disciplinary measure
3. Three months or more of overseas training or overseas sabbatical leave

② A student representative shall be disqualified if his/her status changes as provided for in the following items from the date of such change:

1. Leave of absence or graduation
2. Disciplinary measure taken pursuant to the University Statutes.
3. Three months or more of study abroad as an exchange student

Article 13 (Immunity) Representatives shall not be liable for their speech and voting during a Senate meeting.

Chapter 3 Officers and Structure

Article 14 (Chairman) ① The Senate shall have one Chairman.

② The Chairman of the Senate shall represent the Senate, convene and preside over Senate meetings, and oversee the overall operations of the Senate.

③ The Chairman of the Senate shall be elected by a majority secret vote of the attending representatives, with a quorum of two-thirds of the Senate members. If there is no majority winner, however, a runoff vote for the candidate with the highest number of votes and the candidate with the second highest number of votes shall be held.

④ The term of office of the Chairman of the Senate shall be the same as that of a Senate representative.

⑤ If the Chairman of the Senate is rendered incapable of discharging his/her duties, and his/her remaining term is two months or longer, a successor shall be elected. The successor's term of office shall be the remaining term of the predecessor.

Article 15 (Vice Chairman) ① The Senate shall have one Vice Chairman.

② The Vice Chairman shall assist the Chairman and act on his/her behalf in his/her absence.

③ The election of the Vice Chairman of the Senate shall follow the election method of the Chairman of the Senate.

④ The term of office of the Vice President shall be the same as that of a Senate representative.

Article 16 (Secretary) ① The Senate shall have one Secretary to handle its business affairs.

② The Director of Planning and Budget in the Office of Planning shall serve as the Secretary as per Clause 1.

Article 17 (Subcommittee) If necessary for its efficient operation, the Senate may have subcommittees consisting of its representatives.

Article 18 (Open Trustee Recommendation Committee) If it becomes necessary to appoint an Open Trustee, and the Chairman of the Board of Trustees asks the Chairman of the Senate to organize an Open Trustee Recommendation Committee (hereinafter referred to as "Recommendation Committee"), the Chairman of the Senate shall establish the Recommendation Committee within 10 days and notify the Chairman of the Board of Trustees of the composition result. (Newly established June 3, 2008)

Chapter 4 Meetings

Article 19 (Meetings) ① Senate meetings shall include regular meetings and special meetings; in principle, a regular meeting shall be held twice each semester.

② A special meeting shall be convened by the Chairman of the Senate under any of the following items (for Items 1 and 3, however, the meeting shall be convened by the Chairman within seven days of the request):

1. At the request of the President of the University
2. If deemed necessary by the Chairman of the Senate
3. At the request of one-third or more of Senate representatives

Article 20 (Convening a Meeting) When the Chairman of the Senate wishes to convene a meeting, he/she shall separately send a notice of the meeting specifying the purposes of the meeting to each of the individual representatives at least five days prior to the date of meeting except in the case of a special reason.

Article 21 (Quorum) A quorum shall be declared at a Senate meeting when a majority of the representatives are present. A resolution shall be passed based on the majority vote of the attending representatives; at the request of one-third or more of the attending representatives, however, a vote may be held by secret ballot.

Article 22 (Minutes) ① The Senate shall draw up the minutes and report it to the President of the University.

② The minutes shall be signed by every representative in attendance.

Article 23 (Disclosure of the Minutes) ① The Chairman of the Senate may allow the attendance of other

faculty members, staff members, students, and outsiders to an extent that does not interfere with the proceedings of the meeting.

② The Chairman of the Senate shall post the minutes on the campus newspaper or Internet bulletins within seven days.

Article 24 (Attendance and Submission of Documents) If necessary for deliberation on a case, the Chairman of the Senate may request the person concerned with the case in question to attend a Senate meeting or provide written documents.

Article 25 (Budget) For the smooth operation of the Senate, the President of the University may allocate the budget necessary for its operation.

Chapter 5 Open Trustees and Auditors

Article 26 (Composition of the Recommendation Committee) In addition to the two Recommendation Committee members recommended by the POSTECH Foundation, the Chairman of the Senate shall recommend three members from among the Senate representatives to the Recommendation Committee with consent of the Senate. (Amended June 3, 2008)

Article 27 (Operation of the Recommendation Committee) These detailed rules shall apply *mutatis mutandis* to the detailed operation of the Recommendation Committee; if necessary, other matters shall be determined separately by the Recommendation Committee. (Amended June 3, 2008)

Chapter 6 Supplementary Provisions

Article 28 (Amendment) Any amendment of these detailed rules shall require a resolution passed with a vote of two-thirds of the representatives in the Senate as well as approval from the President of the University.

Article 29 (Internal Rules) Detailed matters shall be determined separately by the Chairman of the Senate within the scope of these detailed rules following a resolution of the Senate.

Addenda

Article 1 (Effective Date) These detailed rules shall take effect on January 1, 2007.

Article 2 (Interim Measures) The term of office of the representatives of the very first formation of the Senate shall be December 31, 2008; however, the term of office of the student representatives of such Senate shall be December 31, 2007.

Addendum

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These amended detailed rules shall take effect on June 3, 2008.

Addendum

These amended detailed rules shall take effect on February 8, 2011.

Addendum

These amended detailed rules shall take effect on November 29, 2013.

Addendum

These amended detailed rules shall take effect on October 31, 2014.

Addendum

These amended detailed rules shall take effect on November 30, 2016.

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These amended detailed rules shall take effect on February 7, 2018.