

31. Regulation on University Council Operation

Department in charge: University Council

Established on May 9, 2007 Regulation No. 94
Amended on Feb. 29, 2008 Regulation No. 108
Amended on Apr. 10, 2008 Regulation No. 110
Amended on Aug. 12, 2009 Regulation No. 122
Amended on Nov. 1, 2018 Regulation No. 254
Amended on Dec. 5, 2019 Regulation No. 268

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Chapter 1 General Provisions

Article 1 (Purpose)

This regulation seeks to specify the necessary matters for the operation of the Handong University Council (hereinafter referred to as "Council") pursuant to Article 31-2~7 of Incorporation of Hyundong Educational Foundation (hereinafter referred to as "Articles of Incorporation").

Article 2 (Function)

The council shall deliberate on the following matters (however, matters specified in Items 3~5 shall be limited to consulting) (amended on Feb. 29, 2008):

1. Matters regarding the development plan of the university
2. Matters regarding the establishment or amendment of the university regulations
3. Matters regarding the establishment or amendment of the charter of the university
4. Matters regarding the operation of the curricula of the university
5. Matters regarding the budgets and settlements of the university
6. Matters regarding the recommendation of the members of the Open Director Recommendation Committee (amended on Feb. 29, 2008)
7. Other important matters in relation to education as proposed by the president of the school (amended on Feb. 29, 2008)

Chapter 2 Organization and Officers

Article 3 (Composition and Qualification)

1. The council shall consist of 11 council members appointed by the president; the prescribed number of council members of each component unit is as follows:
 - (1) Faculty members: 5 (hereinafter referred to as "faculty council members") (amended on Feb. 29, 2008)
 - (2) Staff members: 2 (hereinafter referred to as "staff council members")
 - (3) Assistant: 1 (hereinafter referred to as "assistant council member") (newly established on Dec. 5, 2019)
 - (4) Student: 1 (hereinafter referred to as "student council member") (amended on Feb. 29, 2008)
 - (5) Alumnus: 1 (hereinafter referred to as "alumnus council member") (amended on Feb. 29, 2008)
 - (6) Persons who can aid in the development of the university: 1 (hereinafter referred to as "external council members")
2. Council members shall not have any reason for disqualification as specified in Article 33 of the State Public Officials Act; the following are the qualifications of the council members of each component unit:
 - (1) Faculty council members: Full-time faculty members who have been in office for 5 years or longer
 - (2) Staff council members: Regular staff members who have been in office for 5 years or longer
 - (3) Student council members: Undergraduates who registered 4 semesters or more
 - (4) Assistant council members: Among faculty members who have been in office for 3 years or longer, those who can work as a council member until the expiration date of his or her term.
3. In case of any of the following changes in the status of faculty council members, staff council members, and assistant council members, they shall lose their qualification as council members as of the date of such change of status: (amended on Dec. 5, 2019)
 - (1) Suspension from office or retirement
 - (2) Relief from duty or censure or heavier punishment
 - (3) Overseas study & training for 3 months or longer or sabbatical year
4. In case of any of the following changes in the status of student council members, they shall lose their qualification as council members as of the date of such change of status:
 - (1) Temporary absence from school or graduation

- (2) Punishment pursuant to the school regulations
- (3) Cases wherein studying at the school is not possible for 3 months or longer for reasons such as dispatch as an exchange student

Article 3-2 (Standing Committee)

The university may have a standing committee to effectively operate the university council.
(newly established on Aug. 12, 2009)

Article 4 (Selection and Appointment of Council Members)

1. During a meeting of all professors, faculty council members are selected from among candidates each of whom was recommended during faculty meeting and appointed by the president (amended on Apr. 10, 2008).
2. Staff council members are selected during a meeting of all the staff and appointed by the president (amended on Apr. 10, 2008).
3. Assistant council members shall be appointed by the president from among candidates recommended during a meeting of all the assistants (amended on Dec. 5, 2019).
4. The president of the Student Government shall be appointed as a student council member by the president.
5. Alumnus council members shall be appointed by the president from among candidates recommended by Alumni Association.
6. External council members shall be appointed by the president. However, those who were recommended by the council shall be included in and considered as candidates for external council members

Article 5 (Officer)

1. The council shall have a chairman and a vice chairman.
2. The chairman and the vice chairman shall be elected from among the council members, and their term of office shall be the same as that of the council members.
3. The chairman shall represent the council, preside over meetings, and supervise the affairs of the council.
4. The vice chairman shall assist the chairman and act on behalf of the chairman in his/her absence.

Article 6 (Term of Office and Time of Recommendation)

1. The term of office of council members shall be 2 years; council members may be reappointed

(amended on Feb. 29, 2008).

2. Each component unit shall recommend the successors of outgoing council members at least 30 days before the term of office of the incumbents expires.
3. The term of office of those council members who were newly appointed following a vacancy in the post shall be the remaining term of office of their predecessors; however, each component unit shall recommend council members to fill the vacancies within 30 days of the occurrence of the reason for such.

Article 7 (Resignation of Council Members)

Any council member who wishes to resign shall submit a letter of resignation to the chairman, who in turn shall request the president for the appointment of a successor.

Chapter 3 Meeting

Article 8 (Meeting)

1. The meetings of the council shall be divided into regular meetings and special meetings. In principle, regular meetings shall be held in the 6th and 12th weeks of each semester. If there are unavoidable reasons, however, the chairman may determine the period.
2. Special meetings shall be convened by the chairman under any of the following cases (in the case of Items (1) and (3), however, the meeting shall be convened by the chairman within 7 days of the date of request):
 - (1) As requested by the president
 - (2) When deemed necessary by the chairman
 - (3) As requested by at least one third of the council members

Article 9 (Resolution and Quorum)

During the council meeting, a quorum shall be declared when majority of the council members in the register are present. Resolutions voted by majority of the attending council members shall be adopted.

Article 10 (Minutes)

1. The council shall prepare the minutes of the meeting and report the result to the president.
2. The minutes of the meeting shall be signed by all attending council members.
3. The minutes of the meeting shall be posted on the web site of the University Council within 10 days of the termination of the meeting.

Article 11 (Attendance and Submission of Materials)

1. When necessary for deliberation, the chairman may request the persons concerned to attend the council or to submit written materials.
2. Upon receiving the request specified in Clause 1, the school staff members concerned shall accede to such request except in case of special reasons.

Article 12 (Budget)

For the smooth operation of the council, the president may approve the necessary budgets for the operation of the council.

Article 13 (Support for Council Works)

The works of the council shall be taken care of by the Strategic Planning & Budget Team in the Office of Policy and Planning.

Chapter 4 Open Director and Auditor

Article 14 (Recommendation of Open Director)

1. When requested to recommend open directors pursuant to Article 20-4 of the Articles of Incorporation, the Open Director Recommendation Committee (hereinafter referred to as "Recommendation Committee") shall recommend open directors within 30 days (amended on Feb. 29, 2008).
2. The recommendation committee in Clause 1 shall recommend double the required number of directors.

Article 14-2 (Recommendation Committee) (newly established on Feb. 29, 2008)

1. The recommendation committee shall be under the control of the council.
2. The prescribed number of recommendation committee members shall be 5; the composition is as follows:
 - (1) Three persons recommended by the council
 - (2) Two persons recommended by the corporation
3. The chairman of the recommendation committee shall be elected by the committee members themselves.

Article 15 (Candidates for Open Directors)

1. When recommending candidates for open directors, the important personal details of the candidates such as educational background, current occupation, career, etc., as well as the reason for recommendation, etc., shall be specified; the necessary documents for recommendation shall be determined based on the resolution of the recommendation committee (amended on Feb. 29, 2008).
2. When necessary, the recommendation committee may request the candidates to attend or submit materials (amended on Feb. 29, 2008).

Article 16 (Qualification of Candidates for Open Directors)

Candidates for open directors shall be those who adhere to the essence of foundation of the school and who have no reason to be disqualified pursuant to the provision in Article 22 of the Private School Act.

Article 17 (Recommendation of Auditors)

For the recommendation of candidates for auditors, etc., the provisions in Articles 14~16 shall apply; however, the same number of candidates for auditors as the number of incumbent auditors shall be recommended (amended on Feb. 29, 2008).

Chapter 5 Supplementary Rules

Article 18 (Amendment)

Any amendment of this regulation shall be based on the resolution adopted following the vote of majority of the council members in the register and shall be approved by the president (amended on Feb. 29, 2008).

Article 19 (Internal Rules)

The detailed matters required for the operation of the council and the recommendation committee shall be determined as internal rules within the scope determined by this regulation (amended on Feb. 29, 2008).

Article 20 (Application)

For matters other than those specified in this regulation, the Private School Act and its enforcement decree as well as the Articles of Incorporation shall apply.

ADDENDUM

This regulation shall enter into force as of May 9, 2007.

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1. This amended regulation shall enter into force as of February 29, 2008.
2. (Interim Measures for Changes in the Prescribed Number of Council Members and Term of Office) Notwithstanding Items 1, 4, and 5, Clause 1, Article 3 and Clause 1, Article 6 of the amended regulation, the incumbent council members as of the effective date of this regulation shall be subject to the previous regulation.

ADDENDUM

This amended regulation shall enter into force as of April 10, 2008.

ADDENDUM

This amended regulation shall enter into force as of August 13, 2009.

ADDENDUM

This amended regulation shall enter into force as of November 1, 2018.

ADDENDUM

This amended regulation shall enter into force as of December 5, 2019.