

Korea Advanced Institute of Science and Technology

Rules for Faculty Council

Enacted on January 24, 1991
Revised on September 30, 1992
Revised on December 2, 1992
Revised on February 26, 2004
Revised on February 23, 2012

CHAPTER 1 GENERAL PROVISIONS

- ARTICLE 1 APPELLATION**
This association shall be named Faculty Council (hereinafter referred to as “Council”) of the Korea Advanced Institute of Science and Technology.
- ARTICLE 2 PURPOSE**
This Council aims to contribute to enhancement of the Korea Advanced Institute of Science and Technology (hereinafter referred to as “KAIST”) and promotion of faculty members’ rights and interests by integrating and reflecting opinions of the faculty members effectively.
- ARTICLE 3 REPRESENTATIVENESS**
This Council, as a representative association of all KAIST faculty members, presents integrated opinions of those
- ARTICLE 4 LOCATION OF MAIN OFFICE**
The main office of this Council shall be placed in the same location as the KAIST’s main campus.

CHAPTER 2 MEMBERS

- ARTICLE 5 MEMBERS**
This Council shall be comprised of full-time faculty members of the KAIST.
- ARTICLE 6 RIGHTS AND RESPONSIBILITIES**
Members of this Council have both rights and duties stipulated by the rules of this Council.

CHAPTER 3 BOARD MEMBERS

- ARTICLE 7 BOARD MEMBERS**
Board members of this Council shall be full-time faculty members not holding any administrative position at the KAIST. The structure of this Council’s board shall be as follows:
- (1) One chairperson
 - (2) One vice chairperson
 - (3) One general manager
 - (4) One auditor

- (5) More than ten members for operating committee, including the chair, vice chair and general manager

ARTICLE 8 CHAIR

The chair, representing this Council, shall be responsible for general affairs and serve as the chair of the general assembly and the operating committee.

ARTICLE 9 VICE CHAIR

The vice chair shall assist the chair and act the position of the chair during his or her absence.

ARTICLE 10 AUDITOR

The auditor shall audit activities and accounting of this Council.

ARTICLE 11 GENERAL MANAGER

The general manager shall assist the chair and vice chair.

ARTICLE 12 SELECTION OF BOARD MEMBERS

- (1) The chair and the auditor shall be elected at the general assembly from candidates. Requirement for the candidacy is either recommendation by five members of this Council or by the operating committee. Election of Chair-Elect and auditor is recommended to be done six months before the start of their position-taking.
- (2) The chair and the auditor shall be fixed if they are voted for by more than half of the members present at the general assembly and the number is at least one sixth of all effective Council members. If the first voting fails, a secondary voting on the top two candidates shall be done until one gets support by more than half of the members present.
- (3) Members of the operating committee shall be appointed by the Chair and approved by the General Assembly. If necessary, the approval can be done by postal vote or electronic voting.
- (4) The vice chair and the general manager shall be chosen among the operating committee members by the chairman.

ARTICLE 13 TERM

- (1) The term of the board members shall be one year from the first day of March each year to the end of February of the following year.
- (2) In the event when the chair or the auditor becomes vacant during the term, supplementary election can be held. In the event of any vacancy in the members of operating committee, Chairman can appoint a successor. The term of the successor shall be the period that remains.

CHAPTER 4 GENERAL ASSEMBLY

ARTICLE 14 CLASSIFICATIONS OF GENERAL ASSEMBLY

The general assembly shall be constructed by members of this Council and classified into regular and special assembly.

ARTICLE 15 CONVOCAION OF GENERAL ASSEMBLY

- (1) A general assembly shall be convened by the chair in the end of each semester.
- (2) A special assembly shall be convened by the chair if the chair thinks it necessary or by the request of at least one sixth of whole members.
- (3) The general and special assemblies shall be held at the main campus of the KAIST in principle.

ARTICLE 16 QUORUM

- (1) The general assembly may be opened when more than half of the whole effective members are present. Members on leave of absence, in suspension, or on business trip/dispatch for over one month shall not be counted to be effective.
- (2) Resolutions at the general assembly shall be made when agreed with by more than half of present members and when the number of agreements is at least one tenth of the whole members. If necessary, votes can be done by postal vote or electronic voting.
- (3) Resolutions by the postal vote or electronic voting shall be made by votes by more than half of the whole members and agreements by more than half of the voters.

ARTICLE 17 FUNCTIONS

The general assembly shall have the following functions:

- (1) Consultation on key issues regarding the academic affairs
- (2) Consultation on key issues regarding the promotion of rights and interests of the members
- (3) Enactment and revision of the rules of this Council
- (4) Approval of budget and settlement of account
- (5) Election of the chair and the auditor and approval of members for operating committee
- (6) Election of **Presidential candidates** of the KAIST
- (7) Integration of opinions of faculty members

CHAPTER 5 COMMITTEE

ARTICLE 18 COMMITTEE

This Council shall have an operating committee and may form special committees if necessary.

ARTICLE 19 OPERATING COMMITTEE

- (1) The operating committee shall take care of overall operations in this Council.
- (2) The operating committee shall be constructed by the chair, members appointed by the chair, and chair-elect if applicable.

ARTICLE 20 SPECIAL COMMITTEE

- (1) The operating committee may form various special committees and appoint members depending on their mission. The special committee for recommendation of the KAIST presidential candidates shall be formed in a way specified below:
- (2) The term of special committees shall end when the mission is accomplished and the final report is submitted to the operating committee.
- (3) Special committee for recommendation of the presidential candidates
 - ① This Council shall run a special committee for recommendation of the presidential candidates.
 - ② This special committee shall be constructed by seven members and its chair shall be elected from the committee members by mutual vote.
 - ③ Members of this committee shall be selected at the general assembly among candidates who register with recommendation from five faculty members. Each member shall vote for four candidates at the general assembly. Selection of seven candidates shall be done in the order of the number of votes for each candidate. If the number of candidates recommended for vote is less than seven, the operating committee may recommend an appropriate number of candidates additionally.
 - ④ The term of committee members shall end on the date on which the new president takes office and a new committee shall be created in the next

general assembly, in principle. In the event of any vacancy, a candidate following the members selected at the vote shall succeed the position, without holding any supplementary election.

- ⑤ This committee shall begin to prepare for recommendation of new presidential candidates no later than five months before the end of the current president's term and notify this Council the committee's results two months before the end of the current president's term.
- ⑥ This committee shall recommend at least three presidential candidates to this Council. The presidential candidates shall commit and make their campaign at the general assembly. Each member shall vote for one candidate to determine the first top. Each member shall vote once more to select the second top by voting for one candidate excluding the first top. The first and the second top candidates shall be recommended to the body for the appointment.
- ⑦ The chair of this committee shall convene meetings, without delay, to review and execute proposed bill and, then, report the results to the Council chair at his or her request.

CHAPTER 6 BRANCH

ARTICLE 21 This Council may make branches in each unit like department in order to have the opinions of each department reflected better. (revised as of Feb. 23, 2012)

ARTICLE 22 Deleted. (as of Feb. 23, 2012)

ARTICLE 23 **BRANCH**

- (1) A branch shall consist of members in a department.
- (2) A branch shall have a representative by election.
- (3) The representative of each branch shall represent integrated opinions of the department and report activities of the Council to members of the branch.

CHAPTER 7 MISSIONS

ARTICLE 24 **INTEGRATION AND SUGGESTION OF OPINIONS**

This Council may notify resolutions made according to Article 17 to the KAIST president and relevant bodies for review and implementation.

ARTICLE 25 **DISPATCH OF REPRESENTATIVES**

This Council may dispatch three or less members as the faculty representatives to the board of directors of KAIST, administrative units of interest, and committees to deliver this Council's opinions and make consultations.

ARTICLE 26 **INVESTIGATIONS AND REPORTING**

This Council may ask relevant divisions for reference materials to carry out all missions and report the results of consultation to the faculty members.

CHAPTER 8 FINANCE

ARTICLE 27 **FISCAL YEAR**

The fiscal year of this Council is from the first day of March every year to the end of February of the following year.

ARTICLE 28 **FUNDING**

This Council shall be funded by membership fees and other contributions.

ARTICLE 29 REPORT ON SETTLEMENT OF ACCOUNT

The chair shall prepare a report on settlement of account, have the report reviewed by the auditor, and present the report to the regular general assembly for approval.

CHAPTER 9 REVISION OF COUNCIL RULES

ARTICLE 30 REVISION OF COUNCIL RULES

Revision of Council rules can be proposed by either at least one sixth of the whole members or two thirds of the branch representatives or five members of the operating committee and finalized by either voting at the general assembly or postal vote or electronic voting. Voting at the general assembly requires presence of more than half of the whole members and agreement of at least two thirds of the present members. Surface mail or electronic vote requires voting by more than half of the whole members and agreement by more than two thirds of the voters. Revision requires agreement by at least one tenth of the whole members. (revised as of Feb. 23, 2012)

SUPPLEMENTARY PROVISIONS

1. The rules of this Council drafted by the organizing committee shall be adopted by the approval of the consolidated inaugural assembly.
2. The first board members of this Council shall be elected in thirty days following the adoption of the Council rules and the term of such board members shall end as of the end of February 1992.
3. The first fiscal year of this Council shall begin on the date on which the consolidated inaugural assembly is held and end as of the end of February 1992.
4. The current faculty councils in Seoul and Daedeok campuses shall be disbanded when the rules of this Council are adopted and its board members elected.
5. This Council shall succeed the mission and resolutions of the Institutional Committee for Academic Enhancement and Research.
6. The current Institutional Committee for Academic Enhancement and Research shall be disbanded when the rules of this Council are adopted and its board members elected.
7. The rules of this Council shall be enforced starting the date of revision. (September 30, 1992)
8. The rules of this Council shall be enforced starting the date of revision. (December 2, 1992)
9. The rules of this Council shall be enforced starting the date of revision. (February 26, 2004)
10. The rules of this Council shall be enforced starting the date of revision. (February 23, 2012)