

## Articles of Association of Seoul National University Faculty Council

### Article 1. Name

This organization shall be known as the Seoul National University Faculty Council

### Article 2. Objectives

These articles of association shall govern matters concerning the composition and operation of the Seoul National University Faculty Council (hereinafter referred to as the 'Faculty Council'), the members of which consist of Seoul National University faculty. The Faculty Council has the following objectives:

1. To vitalize and explore ways to develop the academic community of Seoul National University
2. To improve the environment for education and research
3. To guarantee the status of faculty and improve faculty welfare
4. To organize and promote an outlet for faculty members to give opinions on important decisions of Seoul National University
5. To consult and cooperate with other administrative organizations of Seoul National University
6. To govern other matters concerning the improvement of the rights and interests of faculty

### Article 3. Location of Office

① The head office of the Faculty Council shall be located within the Seoul National University Administration Building, and its branches shall be established in each college, graduate school, and affiliated institutions where full-time faculty members work.

② Each branch of the Faculty Council shall be respectively called the Faculty Council of Seoul National University College/Graduate School of – (or name of other affiliated institutions).

### Article 4. Membership

Membership is given to full-time professors(full-time lecturers or higher, including endowed professors) at Seoul National University. Honorary membership is given to professors emeriti at Seoul National University.

### Article 5. Officers ① Officers shall consist of:

1. 1 President (concurrent position of director)
2. Up to 12 Vice-Presidents (concurrent position of directors)
3. Up to 60 Directors
4. 2 Auditors

② A few advisers and consultants may be assigned.

**Article 6. Status of the President** ① The President shall direct council affairs, assisted by Vice Presidents. In the event that the President is not able to serve in office due to unforeseen circumstances, the oldest of the Vice-Presidents shall assume his or her duties.

② The President may appoint a Senior Vice President from among the Vice-Presidents.

③ The President shall assume the position of the chairman of all meetings.

④ The President may discuss important issues within the school with major university institutions such as the SNU senate, labor unions, and student councils.

**Article 7. Elections of Officers and Terms of Office** ① The President shall be elected by direct vote of all members. The procedure for the election of the President shall be prescribed in a separate regulation approved by the board of directors.

② The Vice-Presidents and auditors shall be appointed at the General Assembly, and directors shall be appointed by each branch of the Faculty Council.

③ The term of office for officers shall be 3 years. Officers may serve a consecutive term, but shall not serve more than 2 consecutive terms.

④ Each branch of the Faculty Council shall appoint 2 directors. Each branch in colleges or graduate schools with 100 or more members shall appoint 3 directors. Each branch in colleges or graduate schools with more than 200 members shall appoint 4 directors.

#### **Article 8. Standing Director**

In order to manage council affairs, the President may appoint a few standing directors.

**Article 9. General Assembly and Board of Directors** ① Meetings of the Faculty Council shall consist of the General Assembly and board meetings.

② The General Assembly shall consist of a regular General Assembly and a provisional General Assembly.

③ A regular General Assembly shall be held once at the beginning of each academic year, and a provisional General Assembly shall be convened by the President if requested by the board of directors or by more than 100 members of the Faculty Council.

④ In order for the General Assembly to be valid, the attendance of at least one-fifth of the members shall be required. For resolutions to pass, a majority vote of voters shall be required. If a member, who does not attend the meeting for unavoidable reasons, delegates their voting right to the President or another member, he or she shall be deemed to have attended the General Assembly.

⑤ The board of directors shall be convened by the President when necessitated by circumstances or when requested by 5 or more directors. Resolutions at the board meeting shall require the attendance of a majority of directors and a majority vote of directors present. If a member who does not attend the meeting for unavoidable reasons delegates his or her voting right to the President or another member, he or she shall be deemed to have attended the board meeting.

⑥ Individual regulations pursuant to these Articles shall be enacted or amended by a resolution of the board of directors. Concerning minor matters, the board meeting may be replaced by a written resolution.

**Article 10. Subcommittees, etc.** ① Subcommittees, affiliated organizations and groups may be established within the Faculty Council when deemed necessary.

② Affiliated organizations shall be established with the approval of the board of directors and the General Assembly.

③ Detailed matters pertaining to the establishment and support of subcommittees, affiliated organizations and groups shall be prescribed in a separate regulation.

#### **Article 11. Dues**

Members of the Faculty Council shall pay membership dues. The amount of dues shall be determined by the General Assembly after being approved by the board of directors.

**Article 12. Budget and Final Accounts** ① Every fiscal year, the President shall report the settlement of accounts, including the expenditure of membership dues and the status of financial management at the board meeting and the regular General Assembly. The final accounts shall be accessible to members upon request.

② The auditors shall report their audit results at the regular General Assembly.

③ The budget of the Faculty Council shall be coordinated with the approval of the General Assembly, after being approved by the board of directors. Changes in details may be delegated to the President.

#### **Article 13. Amendment**

Amendments to these Articles shall require the approval of at least two-thirds of the

members present at the General Assembly.
--

### **Addenda**

The amended articles shall become effective as of September 4, 1987.

The amended articles shall become effective as of April 14, 1995.

The amended articles shall become effective as of April 14, 1996.

The amended articles shall become effective as of April 1, 1997.

The amended articles shall become effective as of April 1, 2002.

The amended articles shall become effective as of April 1, 2005.

The amended articles shall become effective as of April 1, 2013.

The amended articles shall become effective as of April 10, 2018.

The amended articles shall become effective as of June 20, 2018.

The amended articles shall become effective as of April 1, 2019.

### **Regulation on Formation of Subcommittees**

**Article 1** Subcommittees (hereinafter referred to as ‘committees’) may be formed in accordance with Article 2 and Article 10-2 of the Articles of Association.

**Article 2** In principle, committees shall be standing subcommittees, and special subcommittees may be established if necessary.

② The following standing committees shall be established in the Faculty Council:

1. Policy Research Committee
2. Planning and Evaluation Committee

**Article 3** The chairman of a committee shall be appointed by the President with the consent of the board of directors.

**Article 4** In principle, one person per branch shall be appointed by the President to the committee, after receiving recommendations from directors of each branch. If need be, the President may consult with Vice-Presidents and the chairman of the committee to appoint additional committee members, in the condition that their number does not exceed that of the committee members recommended by directors.

**Article 5** The term of office for the chairman and members of a standing committee shall be 2 years.

**Article 6** Special committees shall remain in force until the purpose of its establishment is fulfilled.

**Article 7** Committees shall set their own scope and operate according to the purpose of its establishment.

**Article 8** Committees shall report the results of their activities to the board

of directors.

### **Regulation on Formation of Affiliated Organizations**

**Article 1** In accordance with Article 2 and Article 10-2 of the Articles of Association, affiliated organizations may be established in the Faculty Council.

**Article 2** In principle, affiliated organizations shall be permanent.

② The Faculty Council shall have the following affiliated organization:

1. Seoul National University Faculty Council Mountaineering Club  
(abbreviated as "SNU Mountaineering Club")

**Article 3** Matters concerning the election of officers and operation of affiliated organizations shall be prescribed in a separate regulation.

### **Addenda**

This regulation shall become effective as of October 13, 1987.

This regulation shall become effective as of April 1, 2005.

### **Regulation on Congratulatory or Condolatory Events of Seoul National University Faculty Council**

**Article 1** The objective of this regulation is to prescribe the operation of congratulatory or condolatory events which promote mutual amity among members of the Seoul National University Faculty Council.

**Article 2** Congratulatory or condolatory events falling under this regulation are as follows:

- A) Marriage of a member
- B) Death of a member
- C) Death of a member's spouse
- D) Death of a member's parent or a member's spouse's parent
- E) Death of a retired SNU professor (who retired at the retirement age)

**Article 3** When congratulatory or condolatory events occur, the President shall deliver a message of congratulations or condolences without delay within the prescribed budget.

**Article 4** A message of congratulations and condolences shall be conveyed by means of a wreath or payment.

## **Addenda**

This regulation shall become effective as of March 16, 1990.

### **Regulation on Election of Seoul National University Faculty Council President**

**Article 1 [Objective]** The objective of this regulation is to stipulate the procedure for electing the President of the Seoul National University Faculty Council (hereinafter referred to as the 'Faculty Council').

**Article 2 [President Election Management Committee]** ① The President Election Management Committee (hereinafter referred to as the Management Committee) shall be established as a special committee to oversee the procedure for electing the President of the Faculty Council.

② The Management Committee shall be composed of Vice-Presidents, and the President shall assume the position of the chairman of the committee. Among the Vice-Presidents, those who received nominations for president shall be excluded from the committee. If the President receives a nomination, the chairman shall be elected from among the committee members.

③ The Management Committee shall oversee the entire process of candidate nomination and election of the Faculty Council.

**Article 3 [President Candidate Recommendation Committee]** ① The President Candidate Recommendation Committee (hereinafter referred to as the Recommendation Committee) shall be established as a special committee to recommend candidates for the position of the Faculty Council President.

② The Recommendation Committee shall be formed sufficiently early before the end of the semester where the term of the president ends.

③ The Recommendation Committee shall be composed of one chairman and about 10 members.

④ The position of the chairman of the committee shall be assumed by one of the elder Vice-Presidents of the Faculty Council and shall be appointed by the board of directors.

⑤ Committee members shall be appointed by the chairman.

**Article 4 [Announcement of Election of President]** ① The chairman of the Management Committee shall announce the election of the next Faculty Council President immediately after forming the Management Committee and the Recommendation Committee.

② The announcement shall include specific details notifying that candidates for the next president are to be recommended.

**Article 5 [Recommendation of Candidates for President]** ① The Recommendation Committee shall examine the qualifications of the

recommended members.

② Among the recommended members who qualify for president, the chairman shall find out who has the intention of running for candidates.

③ The Recommendation Committee shall recommend qualified candidates, who have expressed their intention to run for president, to the board of directors as preliminary candidates.

④ The board of directors shall examine the preliminary candidates recommended by the Recommendation Committee and select two of them as candidates. In case of unavoidable circumstances, one person may be selected as a candidate.

**Article 6 [Attendance of Recommendees]** ① If necessary, as determined by the Recommendation Committee, the recommended members may attend the Recommendation Committee or the board of directors and present their opinions.

② If an officer of the Faculty Council is recommended as a candidate for president, he or she shall not participate in the candidate evaluation of the committees or the board of directors.

**Article 7 [Written Opinions of Candidates]** ① Candidates recommended by the board of directors shall prepare a written opinion and submit it to the Management Committee.

② The Management Committee shall distribute the written opinions of candidates to all members of the Faculty Council.

**Article 8 [Election of President]** ① All members of the Faculty Council shall be invited to vote for one of the two candidates recommended by the board of directors, and the President shall be elected by a majority vote of the members who voted.

② If there is only one candidate recommended by the board of directors, members of the Faculty Council shall vote yes or no to electing the candidate.

③ The chairman of the Management Committee shall immediately announce the results of the election of the next President.

#### **Addenda [2010. 11. 1.]**

1. This regulation shall take effect upon enactment.

2. The procedure for the election of the President conducted according to the previous practice prior to the enactment of this regulation shall be deemed to have been carried out in accordance with this regulation.

#### **Addenda [2012. 12. 20]**

1. This regulation shall take effect upon enactment.

1. This regulation shall take effect upon enactment.

## **Regulation on Faculty Rights and Interests Committee of Seoul National University Faculty Council**

**Article 1 (Objective)** In accordance with Article 10-1 and Article 10-3 of the ‘Articles of Association of Seoul National University Faculty Council’, the objective of this regulation is to protect and promote the rights and interests of Seoul National University faculty members by establishing the Faculty Rights and Interests Committee under the Faculty Council, which will handle grievances related to infringement of rights of faculty and improve the unreasonable administrative system.

**Article 2 (Name)** This committee shall be called the ‘Faculty Rights and Interests Committee of the Seoul National University Faculty Council’.

**Article 3 (Definition)** Terms used in this regulation signify the following:

- ① “Professor” refers to a person who has regular membership or honorary membership as stipulated in Article 4 of the ‘Articles of Association of Seoul National University Faculty Council’.
- ② “Infringement of rights” refers to matters that infringe on the rights of, or cause inconvenience or burden to, professors due to illegal or unjust dispositions (including factual acts and nonfeasances) or the unreasonable administrative system imposed by Seoul National University or other affiliated institutions.
- ③ “Applicant” refers to a professor who has filed a grievance at the Faculty Rights and Interests Committee.

**Article 4 (Function)** The functions of the Faculty Rights and Interests Committee (hereinafter referred to as the committee) include:

1. Investigating and handling grievances filed by professors at Seoul National University
2. Investigating the state of the system and calling for corrective measures in the case that the system is deemed to need improvement
3. Handling other matters related to the protection of the rights and interests of professors, referred to the committee by the President of the Faculty Council (hereinafter referred to as the President) or the chairman of the committee (hereinafter referred to as the chairman)

**Article 5 (Composition of Committee)** ① The committee shall be composed of no more than 7 members, including one chairman and one secretary.

② The chairman shall be appointed by the President with the consent of the standing board of directors of the Faculty Council (hereinafter referred to as the standing board).

③ The committee members shall be requested by the chairman and appointed by the President with the consent of the standing board. The committee members shall be composed of one representative each from the following groups: the humanities and social sciences, the natural sciences, the Women's Faculty Association, foreign professors, and the School of Law. The chairman may also serve as the representative of one of these groups.

④ The secretary shall be chosen between the executive director and planning director of the Faculty Council and appointed by the chairman with the consent of the President.

⑤ The term of office for the chairman, committee members, and secretary shall be two years.

⑥ In case of a vacancy during the term of office, the President shall appoint a successor within 15 days from the date of vacancy, and the successor shall serve for the remainder of the predecessor's term of office.

**Article 6 (Chairman, Committee Members and Secretary)** ① The chairman shall represent the committee.

② The chairman shall oversee the handling of grievances related to the rights and interests of professors.

③ In the case that the chairman is unable to perform his or her duties due to unavoidable circumstances, the President shall designate one of the committee members to act on the chairman's behalf.

④ A committee member shall prioritize handling grievances filed by applicants who belong to the group that they represent, specified in Article 5-3.

⑤ Committee members that represent the School of Law shall provide legal assistance when requested by the committee.

⑥ The secretary shall assist the chairman in carrying out administrative duties and ensuring smooth management of the committee.

**Article 7 (Plenary Meeting)** ① The chairman shall convene a plenary meeting to discuss grievances of applicants or other specific issues when requested by the President or by two or more committee members.

② Decisions at plenary meetings shall require the attendance of a majority of committee members, including the chairman, and a majority vote of the members present.

**Article 8 (Filing and Acceptance of Grievances Related to Rights and Interests)** ① When a professor at Seoul National University determines that his or her rights and interests as a professor have been infringed, he or she may request protection of rights and interests to the committee.

② Those who wish to request protection of rights and interests to the committee may request it by sending an email, fax, or letter to the Seoul National University Faculty Association. If circumstances are such that they cannot request it by means of a document, they may request protection



over a landline phone. The following shall be included in the written request:

1. Name and affiliation of the applicant
  2. The purpose and reasons for the request and the facts giving rise to the request
- ③ When the filing of a grievance takes place, the committee shall not reject it without justifiable reasons, and the procedure of handling the grievance shall not be unreasonably delayed. In the case that the committee rejects the request, the reason for rejection shall be notified to the applicant without delay.

**Article 9 (Investigation of Grievances Related to Rights and Interests)** ① The chairman, the secretary, and one committee member representing the affiliated group of the applicant shall review the grievance and decide whether or not the committee will participate in the protection procedure. If necessary, a plenary meeting may be convened to decide it.

② If the committee decides to participate in the protection procedure, the necessary investigation regarding the grievance shall be initiated. However, investigation may not be conducted in any of the following cases:

1. The contents of the grievance are false or the reasons for the grievance are deemed to lack justifiable reasons.
2. The grievance is deemed unsuitable for the committee to investigate, such as cases that do not fall under the matter of protection of rights and interests.

③ The committee may suspend the investigation after it has commenced, if it is deemed unnecessary to continue the investigation due to the reasons specified in Paragraph ②.

④ If the committee fails to investigate or suspend an investigation regarding the accepted grievance, it shall notify without delay the applicant of the reason why the investigation is halted.

**Article 10 (Method of Investigation)** ① The committee may request the following measures in the name of the Faculty Council if they are deemed necessary for its investigation pursuant to Article 9:

1. Explanation on the grievance from the related administrative institutions
2. Access to related materials, documents, etc., from the related administrative institutions

② If the related institutions fail to cooperate, the chairman shall report it to the President.

**Article 11 (Suggestion for System Improvement)** ① The committee may present its opinion to the applicant and Seoul National University or other related institutions in order to fairly resolve a grievance whose investigation is ongoing or over.

② During the investigation of a grievance, if the committee deems that certain laws, systems, or policies need to be improved, it may, through the

President, offer its opinion to the heads of relevant administrative institutions.

**Article 12 (Finance)** The Faculty Council shall support expenses necessary for the operation of the committee.

### **Addenda**

This regulation shall become effective as of December 1, 2015.