

**UNIVERSITY REGULATION CONCERNING THE INTERNAL ADMINISTRATIVE
ORGANIZATION AND OTHER ASPECTS OF THE UNIVERSITY OF AIZU**

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Regulation No. 35, May 16, 2008.
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Regulation No. 7, December 1, 2012.
Regulation No. 7, March 4, 2013.
Regulation No. 27, July 1, 2013.
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**CHAPTER ONE
GENERAL PROVISIONS**

Article One

(Objective)

1.1 The internal organization and other matters necessary for the administration of the University of Aizu (for the purpose of this regulation, hereinafter referred to as the "UNIVERSITY") shall be provided for by the provisions of this regulation, except for those matters separately provided for by law, ordinance, and ruling (including directives).

Article Two

(Definitions)

2.1 The term, "departments" in this regulation and in other University regulations based

hereon shall refer to the affiliated facilities provided for in the Basic Regulation Concerning the Organizations and Business Operation of the Public University Corporation, the University of Aizu (Regulation No. 2, 2006; for the purpose of this regulation, hereinafter referred to as "BASIC REGULATION"): the Research Center for Advanced Information Science and Technology, the Information Systems and Technology Center, the University-Business Innovation Center, the University of Aizu Revitalization Center, the Aizu Research Center for Space Informatics, and the internal organizations: the Undergraduate School, the Academic Department, the Academic Divisions, the Graduate School and the Graduate Departments, the Center for Cultural Research and Studies, the Center for Language Research, the Department for Student Affairs, the Center for Globalization, and the Administrative Office..

2.2 "Deans" and "directors" shall be the heads of the departments provided for in Paragraph 2.1 above.

2.3 Notwithstanding the provisions of Paragraph 2.2 above, should the Vice President be empowered under the provisions of the Ruling on the University of Aizu (Regulation No. 3, 2006; for the purpose of this regulation, hereinafter referred to as "RULING"), Article 7, Paragraph 2, the Vice President shall be regarded as a dean or director.

CHAPTER TWO PLACEMENT OF FACULTY MEMBERS

Article Three

(Decisions Regarding Placement)

3.1 Regular full-time UNIVERSITY professors, associate professors and assistant professors-(including research associates; for the purpose of this regulation, all of these personnel members shall hereinafter collectively be referred to as "FACULTY MEMBERS")-shall be placed in one of the following: the Academic Divisions, the Research Center for Advanced Information Science and Technology, the Information Systems and Technology Center, the University-Business Innovation Center, the University of Aizu Revitalization Center, the Aizu Research Center for Space Informatics, the Center for Cultural Research and Studies, the Center for Language Research, the Department for Student Affairs, the Office for Planning and Management, or the Center for Globalization (for the purpose of this regulation these shall hereinafter collectively be referred to as "DIVISIONS, ETC.>").

3.2 From among the FACULTY MEMBERS placed in the DIVISIONS, ETC. provided for in Paragraph 3.1 above, those who are engaged in the education and research of the Graduate School shall be placed in either of the Graduate Departments.

3.3 Regarding the placement of FACULTY MEMBERS, the University President shall, in accordance with the criteria stipulated in Article 4 below, render decisions.

Article Four

(Placement Standards)

4.1 FACULTY MEMBERS primarily responsible for the general education courses listed in Table No.1 attached to Article 4 of the Regulation on the Completion of University of Aizu Studies (Regulation No.61, 2006, for the purpose of this regulation, hereinafter referred to as "REGULATION ON THE STUDIES"), shall be placed in the Center for Cultural Research and Studies, and those primarily responsible for English language courses shall be placed in the Center for Language Research.

4.2 FACULTY MEMBERS, with respect to the specialized courses listed in Table No. 2 attached to Article 5 of the REGULATION ON THE STUDIES, primarily responsible for specialized courses related to computer science shall be placed in the Division of Computer Science, those primarily responsible for specialized courses related to computer engineering shall be placed in the Division of Computer Engineering, and those primarily responsible for specialized courses related to information systems shall be placed in the Division of Information Systems.

4.3 FACULTY MEMBERS primarily responsible for regular courses in the Graduate Department of Computer and Information Systems or the Graduate Department of Information Technology and Project Management—listed in the Graduate School Regulation on the Completion of the University of Aizu Graduate School Studies (Regulation No.62, 2006), Article 3, Attached Table—shall be placed in the respective graduate departments.

4.4 FACULTY MEMBERS primarily responsible for advanced research and other activities related to information science at the Research Center for Advanced Information Science and Technology, provided for in Article 4 of the RULING, shall be placed in that center.

4.5 FACULTY MEMBERS primarily responsible for research and other activities related to information processing at the Information Systems and Technology Center, provided for in Article 4 of the RULING, shall be placed in that center.

4.6 FACULTY MEMBERS primarily responsible for promotion of university–business collaboration and other activities at the University–Business Innovation Center, provided for in Article 4 of the RULING, shall be placed in that center.

4.7 FACULTY MEMBERS primarily responsible for related work to revitalization support at the University of Aizu Revitalization Center, provided for in Article 4 of the

RULING shall be placed in the said Center.

4.8 FACULTY MEMBERS primarily responsible for research of solar system, earth, moon planet at the Aizu Research Center for Space Informatics, provided for in Article 4 of the RULING, shall be placed in that center.

4.9 FACULTY MEMBERS primarily responsible for activities under the administration of the Office for Planning and Management provided for in Article 4-2.1 of the BASIC REGULATION shall be placed in the organization.

4.10 FACULTY MEMBERS primarily responsible for the initiatives related to the globalization of the UoA of the Center for Globalization provided for in Article 4-3.1 of the BASIC REGULATION shall be members of the Center.

CHAPTER THREE DEANS AND DIRECTORS

Article Five (Qualifications)

5.1 The University Vice President—an individual who is employed as a UNIVERSITY FACULTY MEMBER or a knowledgeable person outside of the UNIVERSITY and who thoroughly understands UNIVERSITY principles—shall be competent in the field of university administration, and shall assist the University President.

5.2 The Dean of the School of Computer Science and Engineering must, in principle, be a regular full-time professor of that school.

5.3 The Dean of the Graduate School of Computer Science and Engineering must, in principle, be a regular full-time professor of that graduate school.

5.4 Other than those provided for in Paragraphs 5.1, 5.2 and 5.3 above, deans and directors (excluding the Director General of the Administrative Office; this exclusion shall also apply to Article 7 herein) must, in principle, be regular full-time UNIVERSITY professors. However, the positions of the Director of the University-Business Innovation Center, the Director of the University of Aizu Revitalization Center, the Director General of the Department for Student Affairs, and the Director of the Center for Globalization may be filled by individuals other than regular full-time UNIVERSITY professors, when recognized as necessary by the University President.

Article Six (Responsibilities)

6.1 The University Vice President shall assist the University President with respect to the general administration of the UNIVERSITY.

6.2 The Dean of the School of Computer Science and Engineering shall receive the University President's instructions, shall execute those responsibilities related to the School, and shall direct and supervise the personnel therein.

6.3 The Director of the Research Center for Advanced Information Science and Technology shall receive the University President's instructions, shall execute those responsibilities related to that center, and shall direct and supervise the personnel therein.

6.4 The Director of the Information Systems and Technology Center shall receive the University President's instructions, shall execute those responsibilities related to that center, and shall direct and supervise the personnel therein.

6.5 The Director of the University-Business Innovation Center shall receive the University President's instructions, shall execute those responsibilities related to that center, and shall direct and supervise the personnel therein.

6.6 The Director of the University of Aizu Revitalization Center shall receive the University President's instructions, shall execute those responsibilities related to that center, and shall direct and supervise the personnel therein.

6.7 The Aizu Research Center for Space Informatics, shall receive the University President's instructions, shall execute those responsibilities related to that center, and shall direct and supervise the personnel therein.

6.8 The Director General of the Department for Student Affairs shall receive the University President's instructions, shall execute those responsibilities related to that organization, and shall direct and supervise the personnel therein.

6.9 The Director General of the Administrative Office shall receive the University President's instructions, shall execute those responsibilities related to UNIVERSITY (including the Junior College Division), its affiliated facilities, and shall direct and supervise the personnel therein.

6.10 The Dean of the Graduate School shall receive the University President's instructions, shall execute those responsibilities related to the Graduate School, and shall direct and supervise the personnel therein.

6.11 The Chairs of the Graduate Departments shall receive instructions from the University President or the Dean of the Graduate School, shall execute those responsibilities related to the Graduate Departments, and shall direct and supervise the personnel therein.

6.12 The Director of the Center for Globalization, shall receive the University President's orders, execute the affairs related to the globalization of UNIVERSITY, and direct and supervise the personnel of the Center.

6.13 The department director and deans and directors, other than those listed in each of Paragraphs 6.1 through 6.10 above, shall receive instructions from the University President or the Dean of the School of Computer Science and Engineering, shall execute those responsibilities related to their department or other jurisdiction, and shall direct and supervise the personnel therein.

Article Seven

(Selection and Term of Office)

7.1 The deans and directors shall be selected by the University President.

7.2 Other than those matters provided for in Paragraph 7.1 above, matters regarding selection and term of office and additional necessary matters regarding the deans and directors shall be decided by the University President.

CHAPTER FOUR

INTERNAL RESEARCH ORGANIZATIONS, ETC.

Article Eight to Article Eleven (Deleted)

Article Twelve

(Admissions Center)

12.1 For the purpose of recruiting good students in accordance with the UNIVERSITY's admission policy, the Admissions Center shall be established as an internal organization of the UNIVERSITY, in order to conduct surveys and research regarding admissions, publicity activities intended for prospective students, consultations on admissions, and other related activities.

Article Thirteen

(Manner of Administration, Etc.)

13.1 Other than those provided for in Chapter 4 herein, the manner of administration and other necessary matters of the internal research organizations shall be decided by the University President.

CHAPTER FIVE

FACULTY COUNCILS

Article Fourteen

(Division Faculty Councils)

14.1 A Division Faculty Council shall be established within each Academic Division, for

the purpose of ensuring the orderly performance of educational and research activities within the respective Academic Divisions.

Article Fifteen

(Center Faculty Councils)

15.1 A Center Faculty Council shall be established within each of the Research Center for Advanced Information Science and Technology, the Information Systems and Technology Center, the University–Business Innovation Center, the Center for Cultural Research and Studies, and the Center for Language Research (for the purpose of this regulation, these centers shall hereinafter collectively be referred to as “CENTERS”).

Article Sixteen

(Graduate Department Faculty Councils)

16.1 A Graduate Department Faculty Council shall be established within each Graduate Department, for the purpose of ensuring the orderly performance of educational and research activities within the respective Graduate Departments.

Article Seventeen

(Manner of Administration, Etc.)

17.1 Other than those matters provided for in Chapter 5 herein, the manner of administration and other necessary matters of the faculty councils shall be decided by the University President.

CHAPTER SIX

DEANS AND DIRECTORS COUNCIL

Article Eighteen

(Deans and Directors Council)

18.1 The Deans and Directors Council shall be established for the purpose of deliberation of the following important matters concerning the management and administration of the University, as well as information sharing, liaising and coordination among University departments.

18.2 The Deans and Directors Council shall be composed of the University President, Vice Chairperson and Regents (excluding the Regent responsible for the Junior College Division) of the Board of Executives, and deans and directors.

18.3 When recognized by the University President as necessary, the chairpersons of the standing committees provided for in Chapter 7 below, the chairpersons of the special committees and other organizations provided for in Article 31 herein and other faculty members the University President recognizes as necessary, can be included in the Deans

and Directors Council to the extent that matters deliberated are within the chairpersons' respective jurisdictions.

18.4 Other than those matters provided for in Paragraphs 18.1 through 18.3 above, the manner of administration and other necessary matters of the Deans and Directors Council shall be decided by the University President.

CHAPTER SEVEN STANDING COMMITTEES

Article Nineteen (Deleted)

Article Twenty

(Academic Affairs Committee)

20.1 The Academic Affairs Committee shall be established for the purpose of deliberating on matters related to academic affairs of the Undergraduate School (however, matters concerning the selection of successful applicants and the career development activities of students shall be excluded) and assisting the Dean of the Undergraduate School in the performance of his/her duties.

20.2 The Academic Affairs Committee shall be composed of a total of ten members, including the Dean of the Undergraduate School, the Director General of the Department for Student Affairs, two members selected from each Academic Division, one member selected from the Center for Cultural Research and Studies and the Center for Language Research, respectively.

Article Twenty-One

(Graduate School Academic Affairs Committee)

21.1 The Graduate School Academic Affairs Committee shall be established for the purpose of deliberating on matters related to academic affairs of the Graduate School (however, matters concerning the selection of successful applicants and the career development activities of students shall be excluded) and assisting the Dean of the Graduate School in the performance of his/her duties.

21.2 The Graduate School Academic Affairs Committee shall be composed of a total of seven members, including the Dean of the Graduate School, the Director General of the Department for Student Affairs, the Chair of each Graduate Department, two members selected from the Graduate Department of Computer and Information Systems, and one member selected from the Graduate Department of Information Technology and Project

Management.

Article Twenty-Two

(Health and Welfare Guidance Committee)

22.1 The Health and Welfare Guidance Committee shall be established for the purpose of deliberating on matters related to support to students and assisting the Director General of the Department for Student Affairs in the performance of his/her duties.

22.2 The Health and Welfare Guidance Committee shall be composed of a total of eight members, including the Director General of the Department for Student Affairs, one member selected from each Academic Division, the Center for Cultural Research and Studies, and the Center for Language Research, and two members selected from the Graduate School.

Article Twenty-Three

(Public Relations and Website Committee)

23.1 The Public Relations and Publications Committee shall be established for the purpose of deliberating on matters related to public relations, publications, and the website.

23.2 The Public Relations and Publications Committee shall be composed of a total of seven members including the University President, the University Vice President, the Dean of the Undergraduate School, the Dean of the Graduate School, the Director General of the Department for Student Affairs, the Director of the Information Systems and Technology Center, and the Director General of the Administrative Office.

Article Twenty-Four

(Information Systems and Technology Center Steering Committee)

24.1 The Information Systems and Technology Center Steering Committee shall be established for the purpose of deliberating on matters related to the administration of the Information Systems and Technology Center.

24.2 The Information Systems and Technology Center Steering Committee shall be composed of no more than fifteen (15) members selected from the Undergraduate School of Computer Science and Engineering, the Graduate School of Computer Science and Engineering, the Administrative Office, the Department for Student Affairs, the Office for Planning and Management, and each affiliated CENTER.

Article Twenty-Five

(Library Committee)

25.1 The Library Committee shall be established for the purpose of deliberating on matters regarding administration of the UNIVERSITY Library.

25.2 The Library Committee shall be composed of a total of eleven members, including the Director of the Information Systems and Technology Center, the Director General of the Administrative Office, three members selected from the Department of Computer Science and Engineering of the Undergraduate School, two members selected from the Graduate School of Computer Science and Engineering, and one member selected from each CENTER (excluding the Information Systems and Technology Center and the University of Aizu Revitalization Center).

Article Twenty-Six

(Community Affairs Planning Committee)

26.1 The University Community Affairs Planning Committee shall be established for the purpose of deliberating on matters related to public lectures offered with the objective of cooperating with the local community and contributing to education of local citizens and advancement of local culture, and other matters related to community affairs of the University.

26.2 The University Community Affairs Planning Committee shall be composed of a total of eight members or less, including one member each selected from the Department of the Undergraduate School, the Graduate Departments and CENTERS (excluding the Information Systems and Technology Center, the University-Business Innovation Center and the University of Aizu Revitalization Center), and members designated by the University President.

Article Twenty-Seven

(Faculty Committee on Student Career Development)

27.1 The Faculty Committee on Student Career Development shall be established for the purpose of deliberating on matters related to student career development and for the purpose of assisting the Director of the Department for Student Affairs in the performance of his/her duties.

27.2 The Faculty Committee on Student Career Development shall be composed of a total of six members or less, including the Director General of the Department for Student Affairs and five members or less designated by the University President.

Article Twenty-Eight

(University-Industry Collaboration Promotion Committee)

28.1 The University–Industry Collaboration Promotion Committee shall be established for the purpose of deliberating on matters regarding promotion, etc. of University–Industry collaboration.

28.2 The University–Industry Collaboration Promotion Committee shall be composed of a total of sixteen members or less, including the University Vice President, the Dean of the Undergraduate School, the Dean of the Graduate School, the Director General of the Department for Student Affairs, the Director of the Information Systems and Technology Center, the Director of the University–Business Innovation Center, the Director General of the Administrative Office, other deans and directors, and members designated by the Director of the University–Business Innovation Center.

Article Twenty–Nine

(University of Aizu Revitalization Center Steering Committee)

29.1 The University of Aizu Revitalization Center shall be established for the purpose of deliberating on matters related to the administration of the University of Aizu Revitalization Center.

29.2 The University of Aizu Revitalization Center Steering Committee shall be composed of a total of 25 members or less who are designated by the University President or each Division Head.

Article Thirty

(The Aizu Research Center for Space Informatics Steering Committee)

30.1 The Aizu Research Center for Space Informatics Steering Committee shall be established for the purpose of deliberating on matters related to the administration of the Aizu Research Center for Space Informatics.

30.2 The Aizu Research Center for Space Informatics Steering Committee shall be composed of a total of 12 members or less who are designated by the Center Director.

Article Thirty–one

(Manner of Administration, Etc.)

31.1 Other than those matters provided for in Chapter 7 herein, the manner of administration and other necessary matters of the standing committees shall be decided by the University President.

CHAPTER EIGHT

SUPPLEMENTAL PROVISIONS

Article Thirty-Two

(Special Committees and Other Organizations)

32.1 Other than those standing committees provided for in this regulation, special committees and other organizations separately provided for in the provisions of other regulations (including general plans) may be established when recognized by the University President as necessary.

ADDITIONAL PROVISIONS

1. This regulation shall be enforced as of April 1, 2006.
2. With regard to the standing committees etc. provided for in Chapter Seven and Chapter Eight herein, other than those for which members shall be served by deans and directors, current members as of March 31, 2006 shall be regarded as those selected or appointed based on this regulation and other relevant regulations until new members are selected or appointed.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of August 1, 2006.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 12, 2007.

ADDITIONAL PROVISIONS

1. This regulation shall be enforced as of April 1, 2008.
2. With regard to the standing committees etc. provided for in Chapter Seven, other than those for which members shall be served by deans and directors, current members as of March 31, 2008 shall be regarded as those selected or appointed based on this regulation and other relevant regulations until new members are selected or appointed.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of May 16, 2008.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of January 1, 2009.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2009.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of May 20, 2009.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of March 1, 2010.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of December 1, 2012.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of March 4, 2013.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of July 1, 2013.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2014.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of January 1, 2015.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2015.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of May 1, 2015.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of November 1, 2015.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2017

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2019

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2022