

GRADUATE SCHOOL REGULATION CONCERNING THE INTERNAL  
ADMINISTRATIVE ORGANIZATION AND OTHER ASPECTS OF THE  
UNIVERSITY OF AIZU GRADUATE SCHOOL OF COMPUTER SCIENCE AND  
ENGINEERING

CHAPTER ONE  
GENERAL PROVISIONS

Article One  
(Objective)

1.1 This regulation-based upon the provisions provided for in the Chapter 3 of the Regulation On The University Of Aizu Graduate School (hereinafter referred to as "PREFECTURE RULING ON THE GRADUATE SCHOOL")-provides for necessary matters concerning the organization and administration, etc. of the University of Aizu Graduate School of Computer Science and Engineering Faculty Assembly (for the purpose of this regulation, hereinafter referred to as "GRADUATE SCHOOL FACULTY ASSEMBLY").

CHAPTER TWO  
THE UNIVERSITY OF AIZU GRADUATE SCHOOL FACULTY ASSEMBLY

Article Two  
(Organization)

2.1 The FACULTY ASSEMBLY shall be organized of the following members who are in charge of the Doctoral Program. However, with respect to deliberations on personnel matters, the GRADUATE SCHOOL FACULTY ASSEMBLY shall be organized only of regular full-time full professors from within the members:

- (1) The Dean of the Graduate School;
- (2) The Chair of each Graduate Department;
- (3) Full-time full professors affiliated to each Field of Study; and
- (4) Full-time associate professors who have received

the judged as being qualified for giving research instructions and who have been assigned duties in the Graduate School based on the provisions of Article Three of the University Regulation on University of Aizu Graduate School of Computer Science and Engineering Graduate Program Instructor Qualification Examination.

2.2 Other than the members provided for in Paragraph 2.1 above, should the Dean of the Graduate School recognize it as necessary for GRADUATE SCHOOL FACULTY ASSEMBLY administrative purposes, the Dean of the Graduate School may designate a faculty member to have him/her attend the GRADUATE SCHOOL FACULTY ASSEMBLY. The designated faculty member, however, shall not be included in making decisions.

Article Three  
(Matters for Deliberation)

3.1 The GRADUATE SCHOOL FACULTY ASSEMBLY shall provide opinions before a decision is to be made by the University President on the following matters:

- (1) Matters concerning students' admissions, completion and degree conferment.
- (2) Matters concerning Graduate School curricula,
- (3) Matters concerning disciplinary punishment of students.
- (4) Matters concerning examinations of thesis and dissertation, and
- (5) Matters concerning the criteria of qualification examinations for faculty members to be in charge of lectures of the Doctoral Program.

3.2 The GRADUATE SCHOOL FACULTY ASSEMBLY may, besides the matters listed in the previous paragraph, deliberate on matters related to research and education which governed by the University President and the Dean of the Graduate School (hereinafter the "University President, etc."), and provide its opinions as requested by the University President, etc.

#### Article Four

##### (Meetings)

4.1 The Dean of the Graduate School shall convoke the GRADUATE SCHOOL FACULTY ASSEMBLY and serve as chairperson thereof. However, should the Dean of the Graduate School be unable to fulfill his/her duties, the individual previously designated by the Dean of the Graduate School shall fulfill these duties on behalf of the Dean of the Graduate School.

4.2 A GRADUATE SCHOOL FACULTY ASSEMBLY meeting shall be held once each month as a matter of principle. However, should the Dean of the Graduate School recognize it as necessary, a special meeting of the GRADUATE SCHOOL FACULTY ASSEMBLY may be held.

#### Article Five

##### (Quorum)

5.1 GRADUATE SCHOOL FACULTY ASSEMBLY meetings, except as specially provided for in other regulations, shall be effective only if a quorum of at least two-thirds of the members are present (excluding those members on special leaves of absence from work that have been recognized by the University and those who are on official business trips at the time the relevant meeting is held).

#### Article Six

##### (Proposals)

6.1 The GRADUATE SCHOOL FACULTY ASSEMBLY members may propose matters to the GRADUATE SCHOOL FACULTY ASSEMBLY with the agreement of two or more members.

#### Article Seven

(Decisions)

7.1 A GRADUATE SCHOOL FACULTY ASSEMBLY decision, except as specially provided for in other regulations, shall be rendered by more than half of the members in attendance. However, when there is an equal number of members supporting both sides of an issue, the chairperson shall render the decision.

Article Eight

(Inquiry And Decision Making Referrals)

8.1 The Dean of the Graduate School, with respect to one-in its entirety or part thereof-of the matters for deliberation described in Paragraph 3.1 herein, may, upon consultation with the GRADUATE SCHOOL FACULTY ASSEMBLY, refer the matter to a standing or ad-hoc organization if he/she recognizes the deliberation of such matter before the GRADUATE SCHOOL FACULTY ASSEMBLY to be inappropriate.

8.2 The Dean of the Graduate School, should he/she recognize it as appropriate to entrust the decision making on the referred matter to the organization described in Paragraph 9.1 above, may, upon consultation with the GRADUATE SCHOOL FACULTY ASSEMBLY, clarify the scope of the decision making and entrust the decision making to the organization. However, the decision made by the organization shall be given effect only if reported to the GRADUATE SCHOOL FACULTY ASSEMBLY.

Article Nine

(Attendance By Administrative Personnel, Etc.)

9.1 The Dean of the Graduate School, should he/she recognize it as necessary, may require the attendance of administrative personnel for the purpose of requesting explanations from such administrative personnel and having them provide opinions.

Article Ten

(Closed Meeting)

10.1 GRADUATE SCHOOL FACULTY ASSEMBLY meetings shall be closed to the general public. However, faculty members assigned to the GRADUATE SCHOOL who would like to observe GRADUATE SCHOOL FACULTY ASSEMBLY meetings can attend and observe GRADUATE SCHOOL FACULTY ASSEMBLY meetings.

Article Eleven

(Minutes)

11.1 With respect to an outline of GRADUATE SCHOOL FACULTY ASSEMBLY proceedings, minutes shall be prepared and filed.

CHAPTER THREE  
GRADUATE DEPARTMENT COUNCILS

Article Twelve  
(Organization)

12.1 The Graduate Department Councils shall be organized of professors, associate professors and lecturers of the respective Graduate Departments (for the purpose of this regulation, hereinafter referred to as "REGULAR FULL-TIME FACULTY MEMBERS, ETC.").

Article Thirteen  
(Matters For Deliberation)

13.1 The Graduate Department Councils shall deliberate each of the following matters.

- (1) Matters concerning the education and research planning and the functions of the respective Graduate Departments;
- (2) Matters concerning the academic affairs of the respective Graduate Departments;
- (3) Matters concerning the welfare and guidance of students belonging to the respective Graduate Departments;
- (4) Matters concerning the personnel affairs of the respective Graduate Departments;
- (5) Matters concerning the budget requests and distributions for the respective Graduate Departments;
- (6) Matters within those deliberated by the GRADUATE FACULTY ASSEMBLY which are specially related to the respective Graduate Departments; and
- (7) Other matters related to the administration of the respective Graduate Departments.

Article Fourteen

(Consultations With The Director General Of The Department For Student Affairs)

14.1 The Graduate Department Councils, in circumstances involving the deliberation of the matters provided for in Paragraph 14.1, Items 1 through 3 herein, must previously consult with the Director General of the Department for Student Affairs.

Article Fifteen  
(Meetings)

15.1 When any of the Chairs of the respective Graduate Departments recognizes doing so as necessary, or when at least one-fourth of the faculty members belonging to a particular Graduate Department request so, the respective Graduate Department Council meetings shall be convened.

15.2 The position of the Council chairperson within the respective Graduate Department Councils shall be served by the Chair of the respective Graduate Departments. However, should any of the Chairs be unable to fulfill their duties, the individuals previously designated by the respective Chairs shall fulfill these duties on their behalf.

Article Sixteen  
(Quorum And Decisions)

16.1 A Graduate Department Council meeting, if for which more than half of the faculty members belonging thereto are not present, may not be effective.

16.2 A decision of the Graduate Department Councils shall be rendered by more than half of those members in attendance; and when there is an equal number of members supporting both sides of an issue, the respective Council Chairs shall render the decision.

#### Article Seventeen

(Attendance By Individuals Other Than The Members Of The Graduate Department Councils)

17.1 The Graduate Department Chairs, when they recognize it as necessary, may have an individual other than the members of the respective Graduate Department Councils for the purpose of requesting explanations from such nonmembers and having them provide opinions.

### CHAPTER FOUR

#### FIELDS OF STUDY

#### Article Eighteen

(Fields Of Study)

18.1 The Fields of Study described on the attached tables shall be established within each Graduate Department for the purpose of conducting advanced and specialized education and research related to Computer Science and Engineering.

18.2 The REGULAR FULL-TIME FACULTY MEMBERS, ETC. shall conduct the education and research on any of the specialized fields within the Fields of Study provided for in Paragraph 18.1.

#### ADDITIONAL PROVISIONS

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

(Transitional Measures)

2 Matters that have been deliberated, decided, etc. based on the Graduate School Regulation Concerning the Internal Administrative Organization and Other Aspects of the University of Aizu Graduate School of Computer Science and Engineering before enforcement date of the latest version of this regulation shall remain in effect even after the date of enforcement.

#### ADDITIONAL PROVISIONS

1 This regulation shall be enforced as of May 23, 2007.

#### ADDITIONAL PROVISIONS

1 This regulation shall be enforced as of July 23, 2008.

#### ADDITIONAL PROVISIONS

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

#### ADDITIONAL PROVISIONS

1 This regulation shall be enforced as of August 19, 2020.

Attached tables

Graduate Department of Computer and Information Systems

Field of Study CS (Computer Science)

Field of Study SY (Computer System)

Field of Study CN (Computer Network Systems)

Field of Study IT (Applied Information Technologies)

Field of Study SE (Software Engineering)

Graduate Department of Information Technologies and Project Management

Field of Study PM (Project Management and IT Specialist)