

UNIVERSITY REGULATION ON THE UNIVERSITY OF AIZU COMMITTEE FOR  
SETTLEMENT OF STUDENT GRIEVANCES

Article One  
(Establishment)

1.1 In order to properly deal with grievances and suggestions (hereinafter referred to as GRIEVANCES, ETC.) from students regarding the University of Aizu, the Committee for Settlement of Student Grievances (hereinafter referred to as COMMITTEE) shall be established within the University of Aizu, in accordance with the provisions provided for in Article 31 of the UNIVERSITY REGULATION CONCERNING THE INTERNAL ADMINISTRATIVE ORGANIZATION AND OTHER ASPECTS OF THE UNIVERSITY OF AIZU.

Article Two  
(Matters for Deliberation)

2.1 The COMMITTEE shall deliberate on the following matters:

- (1) Matters related to investigations on GRIEVANCES, ETC. from students reported in accordance with the provisions of Article 8, Paragraph 7, and measures to be taken against the GRIEVANCES,  
ETC.;
- (2) Other matters related to counseling for GRIEVANCES, ETC. from students.

Article Three  
(Advice, Etc.)

3.1 The COMMITTEE, after deliberation on GRIEVANCES, ETC., based on a report presented by a student in accordance with the provisions of Article 8, Paragraph 7, shall give advice, guidance or reply (hereinafter referred to as ADVICE, ETC.) to individuals who have submitted relevant GRIEVANCES, ETC. or individuals related to the relevant GRIEVANCES, ETC. (hereinafter referred to as PARTIES CONCERNED, ETC.).

Article Four  
(Organization)

4.1 The COMMITTEE shall be organized of the following members.

- (1) The University President;
- (2) The Vice University President (if empowered under the provisions of the Prefecture Ruling On The University Of Aizu (Fukushima Prefecture Ruling No.24, 1993), Article 7,

Paragraph 2);

(3) The Dean of the Graduate School;

(4) The Director General of the Department for Student Affairs;

(5) The Director General of the Administrative Office and other Directors (excluding the individuals provided for in Items 3 above);

#### Article Five

##### (COMMITTEE Chairperson)

5.1 The position of COMMITTEE Chairperson shall be established within the COMMITTEE and the COMMITTEE Chairperson shall be served by the University President.

5.2 The Chairperson shall administer the COMMITTEE business.

5.3 Should the COMMITTEE Chairperson be unable to fulfill his/her duties, or should the position of the COMMITTEE Chairperson be vacant, the member previously designated by the COMMITTEE Chairperson shall fulfill the COMMITTEE Chairperson's duties on his/her behalf.

#### Article Six

##### (Meetings)

6.1 The COMMITTEE Chairperson shall convoke COMMITTEE meetings.

6.2 The COMMITTEE Chairperson shall serve as the chair of the meetings.

6.3 The COMMITTEE Chairperson, when he/she recognizes doing so as necessary or receives a report provided for in Article 8, Paragraph 7, must convoke a meeting.

6.4 The COMMITTEE Chairperson may forbid a member who is recognized as having involvement in the business of the COMMITTEE from taking part in the deliberation or decision on the relevant business.

6.5 Matters before the COMMITTEE requiring a decision shall be decided by more than half of those members in attendance; and when there is an equal number supporting both sides of an issue, the chairperson shall render the decision.

#### Article Seven

##### (Statement of Opinions by Individuals Other Than COMMITTEE Members)

7.1 The COMMITTEE Chairperson, when he/she recognizes doing so as necessary, may require the attendance of related nonmembers for the purpose of requesting explanations from such nonmembers and/or having them provide opinions.

#### Article Eight

(Grievance Counseling Office and Grievance Counselors)

8.1 A Grievance Counseling Office shall be established under jurisdiction of the COMMITTEE and Grievance Counselors shall be assigned to this office.

8.2 The Grievance Counseling Office shall be organized of the following members.

(1) The Head of the Grievance Counseling Office

(2) Four Grievance Counselors

(3) Other members who are recognized as necessary by the University President

8.3 The director of the Counseling Office shall be served by the Director General of the Department for Student Affairs, and he/she shall be responsible for business matters related to the office.

8.4 The University President shall designate Grievance Counselors.

8.5 The term of office of Grievance Counselors shall be two years, and they can be reappointed. However, when a vacancy occurs during an existing term, the vacancy shall be filled promptly by a replacement to serve the remainder of the existing term.

8.6 The Grievance Counseling Office shall investigate GRIEVANCES, ETC., deliberate on petty GRIEVANCES, ETC., and give advice to the PARTIES CONCERNED, ETC. In cases where a member of the Grievance Counseling Office is recognized as being one of the PARTIES CONCERNED, ETC. of relevant GRIEVANCES, ETC., this member shall not take part in deliberation on the relevant GRIEVANCES, ETC.

8.7 The Grievance Counseling Office shall report to the COMMITTEE Chairperson on serious GRIEVANCES, ETC. that are recognized as appropriate for submission to the COMMITTEE.

8.8 The Grievance Counselors shall engage in business related to counseling, such as provision of ADVICE, ETC.

Article Nine

(Keeping Confidentiality, Etc.)

9.1 The members of the COMMITTEE and the Grievance Counseling Office shall respect the privacy, honor and other human rights of the PARTIES CONCERNED, ETC. when performing their duties, and must not reveal matters they have come to know through their activities.

Article Ten

(Miscellaneous Affairs)

10.1 Miscellaneous affairs concerning the COMMITTEE shall be performed by the Student Affairs Division of the Administrative Office.

Article Eleven

(Others)

11.1 Other than provided for by this regulation, necessary matters concerning the administration of the COMMITTEE shall be determined by the COMMITTEE Chairperson based on the decisions made within the COMMITTEE.

ADDITIONAL PROVISIONS

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

ADDITIONAL PROVISIONS

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

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2019.