

# Professor Ethics Committee Rules

Established on December 9, 2003

Amended on September 7, 2006

**Article 1. Purpose** The purpose of these Rules is to regulate the organization and operation of the Professor Ethics Committee (hereinafter referred to as the “Committee”).

**Article 2. Function** The Committee shall review all matters related to the ethics of the professors of this university. (Amended 2006.9.7)

**Article 3. Matters to be Reviewed** The Committee shall review the following matters:

1. Matters related to the establishment, amendment, and interpretation of the Professor Ethics Code.
2. Research on ways to improve the ethics and dignity of professors.
3. Matters related to violations of the Professor Ethics Code or other damage to dignity as a professor.
4. Other matters submitted to the review by the Chairman (Established 2006.9.7)

**Article 4. Composition of the Committee**

- (1) <Deleted 2006.9.7>
- (2) The Committee shall consist of 13 or fewer members, including one member nominated by each college president, and shall be appointed by the President. (Amended 2006.9.7)
- (3) <Deleted 2006.9.7>
- (4) The Chairman and Vice-Chairman shall be elected by the members.

**Article 5. Duties of the Chairman and Others**

- (1) The Chairman shall preside over the meeting and represent the Committee.
- (2) The Vice-Chairman shall assist the Chairman and perform the duties of the Chairman when the Chairman is unable to perform his duties for unavoidable reasons.

**Article 6. Meetings**

- (1) The Chairman may convene a meeting if he/she deems it necessary, but he/she shall convene a meeting if the President or two or more members request it. (Amended 2006.9.7)
- (2) A meeting shall be resolved by a majority of the votes of at least two-thirds of the present members. (Amended 2006.9.7)
- (3) Meetings shall be held in private in principle, but if two-thirds of the present members request it, non-members may be allowed to attend or the meeting may be made public. (Amended 2006.9.7)

**Article 7. Investigation Procedures, etc.**

- (1) In order to investigate matters related to the review content, the Committee may request the professor who is the subject of the review (hereinafter referred to as “Reviewee”) and the related persons (review requester, witness, expert, reference person, etc.) to submit materials or to attend and speak. (Amended 2006.9.7)
- (2) The Committee may take the procedure of hearing opinions and collecting opinions, such as a hearing, in relation to the matters to be reviewed.
- (3) The Reviewee may attend the procedure of related person investigation or hearing specified in paragraphs (1) and (2) and make a statement or submit materials in his/her favor, and the Committee shall provide such an opportunity to the Reviewee.

#### **Article 8. Review Period and Measures Taken in accordance with the Review Results**

- (1) The Committee shall complete the review within 2 months from the date of formation.
- (2) The Chairman may report the results to the President and suggest necessary measures in accordance with the results of the review of the Committee. (Amended 2006.9.7)

#### **Article 9. Reconsideration**

- (1) The Reviewee or the Review Requester may request a reconsideration to the Committee within 15 days from the date of notification of the decision of the Committee. (Amended 2006.9.7)
- (2) In the case of paragraph (1), it shall be applied only when new facts or evidence that may affect the decision of the Committee are discovered, and if not, the same procedure shall not be repeated. (Amended 2006.9.7)

#### **Article 10. Obligation to Maintain Confidentiality**

- (1) All matters related to the review, investigation, and measures against the Reviewee shall be kept confidential. However, the results of the review may be disclosed upon the explicit request of the Reviewee.
- (2) The Chairman, the members, the Review Requester, the Reviewee, the witness, the expert, the reference person, the President, and the related faculty members shall not disclose the secrets specified in paragraph (1) that they have learned in the course of the Committee’s review or performance of their duties. The obligation to maintain confidentiality is the same even after leaving office. However, the Chairman may provide related materials to the national government or the President when there is a legitimate request from the national government or the President, and when providing materials to the national government, he/she must first obtain the permission of the President. (Amended 2006.9.7)

#### **Article 11. Disqualification**

- (1) A member (including the Chairman) may not participate in the review of the Committee if he/she has a direct conflict of interest with the review content of the Committee or if there is a reason

to make it difficult to expect fairness.

- (2) If a member becomes unable to participate in the review of the Committee under the provisions of paragraph (1), the President may appoint a temporary member within the number of the member for the review of the matter.

#### **Article 12. Expert Member**

- (1) The Committee may have an expert member according to the review agenda.
- (2) The expert member shall be appointed by the President upon the recommendation of the Chairman from among the experts on the campus related to the review agenda.
- (3) The expert member shall respond to the Chairman's consultation on technical matters related to the review agenda, and shall attend the meeting and express his/her opinion at the request of the Committee.

**Article 13. Secretary** The President may appoint a secretary and a clerk to handle the affairs of the Committee. (Amended 2006. 9. 7)

#### **Supplement**

This regulation shall take effect on December 9, 2003.

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This regulation shall take effect on September 7, 2006.