



Chapter 11 Appeal and Complaint

Rule 87. The “Appeal and Complaint Committee on Human Resource Management” shall be appointed by the University Council;

- (1) One knowledgeable member of the University Council as President
- (2) A committee member appointed by a legal expert
- (3) A committee member appointed by a human resource management expert
- (4) A committee member from the university’s list of academic-branch representatives
- (5) A committee member from the university’s list of operation-branch representatives.

The committee members specified in (1) (2) and (3) shall appoint a lawyer or a legal expert as secretary and may also request one or two assistant secretaries.

The term period of the committee members specified in (1) (2) and (3) and the term of the nominee specified in (4) and (5) shall be two years. Nonetheless, their responsibilities shall continue until their investigation into the appeals or complaint cases have finished.

The Faculty Senate shall propose a list of 20 university academic-branch personnel whose qualifications and conduct befit the standards specified in (4) to the University Council. By doing so, the Faculty Senate shall also include the opinions of the Executive Committee. Then, the University Council shall select 10 nominees from the list to be appointed as committee members and representatives of the university’s academic-branch.

A committee shall take responsibility for providing a list of 20 university operation-branch personnel with suitable qualifications and behavior, as specified in (5), to propose to the University Council. For the selection, the committee shall also hear opinions from the Executive Committee. Then, the University Council shall select 10 nominees from the list to be appointed as committee members and representatives of the university’s operational-branch.

The criteria and methods applied to obtain the nominee list specified in subparagraphs 4 and 5 shall be in accordance with university regulations.

Rule 88. Any university personnel who may perceive unfair treatment in the following forms: bias during his or her performance evaluation, unjustified refusal to extend contract, unjustified cancellation of contract or unjust disciplinary punishment, is entitled to appeal to the appeal committee within a period of 30 days of the incident.

Rule 89. Any university personnel who may perceive unfair treatment or have unsettled concerns regarding the actions of their supervisor is entitled to lodge a complaint. This is to be made to the appeal committee within a period of 30 days, following the date he or she is aware of the issue.

Rule 90. When there is an appeal or complaint as detailed in this chapter, the committee members specified in Rule 87 (1) (2) and (3) shall select one person from each List, specified in Rule 87 (4) and (5), to form an appeal committee. This committee must operate with appropriateness and fairness in the investigation of the appeal or complaint.

The appeal committee shall investigate and complete an appeal or complaint case within 90 days of receiving it, unless an appropriate reason is given. The University Council may extend the period of investigation to no more than 90 days. When the appeal committee gives a decision, the university’s President, supervisors or the committee’s investigator will give an order to proceed according to the decision.

Rule 91. The criteria, methods and conditions of the investigation into an appeal or complaint shall follow university rules regarding cases.