

COPY

REGULATION OF MINISTER OF RESEARCH, TECHNOLOGY AND HIGHER
EDUCATION
OF THE REPUBLIC OF INDONESIA

NUMBER 67 OF 2016
CONCERNING
THE STATUTES OF UNIVERSITAS NEGERI PADANG

WITH THE BLESSING OF GOD ALMIGHTY

MINISTER OF RESEARCH, TECHNOLOGY AND HIGHER EDUCATION
OF THE REPUBLIC OF INDONESIA,

- Considering :
- a. whereas to provide a reference for the management and administration of the tri dharma of higher education within the Universitas Negeri Padang, it is necessary to arrange a Statute for the Universitas Negeri Padang;
 - b. whereas to implement the conditions of Article 29 verse (10) of Government Regulation Number 4 Of 2014 concerning the Administration of Higher Education and Management of Higher Education, it is necessary to enact the Statute of the Universitas Negeri Padang;
 - c. whereas based on the considerations as stated in letters a and b, it is necessary to enact a Regulation of the Minister of Research, Technology and Higher Education concerning the Statute of the Universitas Negeri Padang;

Recalling :

1. Law Number 12 Of 2012 concerning Higher Education (State Gazette of the Republic of Indonesia Of 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);
2. Government Regulation Number 4 Of 2014 concerning Administration of Higher Education and Management of Higher Education (State Gazette of the Republic of Indonesia Of 2014 Number 16, Supplement to State Gazette of the Republic of Indonesia Number 5500);
3. Presidential Regulation Number 13 Of 2015 concerning the Ministry of Research, Technology and Higher Education (State Gazette of the Republic of Indonesia Of 2015 Number 339);
4. Presidential Decree Number 121/P Of 2014 concerning Establishment of Ministry and Designation of "Kabinet-Kerja"(Cabinet) Ministers for the Period 2014-2019;
5. Minister of Education and Culture regulation Number 139 Of 2014 concerning Higher Education and Organization Statutes (State Gazette of the Republic of Indonesia of 2014 Number 1670);
6. Minister of Research, Technology and Higher Education Regulation Number 1 Of 2015 concerning Designation and Resignation of Rectors/Chairmen/Directors of State Universities (State Gazette of the Republic of Indonesia Of 2015 Number 1) as amended by Minister of Research, Technology and Higher Education Regulation Number 1 Of 2016 concerning Amendments to Minister of Research, Technology and Higher Education Regulation Number 1 Of 2015 concerning the Designation and Resignation of Rectors / Chairmen / Directors of State Universities (State Gazette of the Republic of Indonesia Of 2016 Number 3);
7. Minister of Research, Technology and Higher Education Regulation Number 10 Of 2015 concerning the Organization and Administration of the Universitas Negeri Padang (State Gazette of the Republic of Indonesia Of 2015 Number 604);

8. Minister of Research, Technology and Higher Education Regulation Number 15 of 2015 concerning Organization and Administration of Ministry of Research, Technology and Higher Education (State Gazette of the Republic of Indonesia of 2015 Number 889);

HAS DECIDED:

Enacting: MINISTER OF RESEARCH, TECHNOLOGY AND HIGHER EDUCATION REGULATION CONCERNING THE STATUTE OF THE UNIVERSITAS NEGERI PADANG.

CHAPTER I GENERAL CONDITIONS

Article 1

In this Statute, the following definitions are used:

1. The Universitas Negeri Padang, hereinafter stated as UNP, organizes Academic Education, Vocational Education and Professional Education in several disciplines of science, technology, arts, and/ or sports.
2. The Statute of the Universitas Negeri Padang hereinafter stated as the Statute, is the primary regulation for the management of the UNP as higher education is used to draft regulations and operational procedures at UNP.
3. Academic education is a higher education undergraduate and/ or postgraduate program directed at mastering and developing science and technology branches.
4. Vocational Education is a higher education diploma program that prepares students for jobs with specific applied skills to applied undergraduate programs.
5. Professional Education is a higher education after the undergraduate program that prepares students for jobs that need special skills requirements.
6. The Academic Society is a community of academics consisting of lecturers and students.
7. The student is registered as a student of Academic

Education, Vocational Education, and Professional Education at UNP.

8. Lecturers are professional educators and scientists who have the main task of transforming, developing, and disseminating science and technology through education, research, and Community Engagement.
9. Education Staff is an administrative management unit to support the UNP's duties and functions.
10. The Faculty Senate is a faculty organ within UNP that carries out the function of providing consideration and academic supervision.
11. University Senate hereinafter stated as Senate is an organ that carries out the function of providing academic consideration and supervision.
12. The Rector is the Rector of the Universitas Negeri Padang.
13. Minister is the minister who handles government affairs in the field of higher education.

CHAPTER II IDENTITY

Part One Name and Position

Article 2

- (1) UNP is a state university within the Ministry of Research, Technology and Higher Education located in Padang City, West Sumatra Province.
- (2) UNP was established based on the Presidential Decree of the Republic of Indonesia Number 93 Of 1999, dated August 4, 1999, as a change of the Teacher Training and Education Institute (IKIP).
- (3) The Teacher Training and Education Institute of Padang (IKIP) was inaugurated based on the Minister of Higher

Education and Science (PTIP) decree Number 351/1965 dated August 7, 1965.

- (4) IKIP Padang originated from the Padang branch of the IKIP Jakarta in 1964.
- (5) Padang branch of IKIP Jakarta originated from the Faculty of Teaching and Education Science (FKIP) Andalas University, Bukittinggi in Batusangkar, in 1956.
- (6) In 1958, FKIP was transferred to Padang.
- (7) The Faculty of Teaching and Education (FKIP) Andalas University originated from the Teacher Education College (PTPG) in Batusangkar established based on the Minister of Education and Culture of the Republic of Indonesia decree number 38742/Kap/1954 dated September 1, 1954.
- (8) September 1 is designated as the anniversary (Dies Natalis) UNP.

Part Two

Symbol, Flag, Hymn, and Mars

Article 3

- (1) The symbol of UNP is a white circle shape and a black outline. There is a UNIVERSITAS NEGERI PADANG inscription at the top and UNP writing at the bottom. It is flanked by black dots on the right and left and a blue circle with a yellow outline in which there are a pair of yellow wings and a white inside. Then, three yellow and white books arranged in stages, and above it is a white container where the flame is red.
- (2) The symbol, as stated in verse (1), consists of two elements:
 - a. the absolute shape is a circle, representing UNP always stands firmly on scientific truth and strives and develops based on that truth; and
 - b. the relative shapes are wings, three books, and a

flame, meaning that UNP always accepts the truth from anywhere and develops its mission following the task carried.

- (3) The symbol, as stated in verse (1), has the meaning:
 - a. the circle represents that UNP produces human resources who believe and fear God Almighty, capable of quality Academic Education, Professional Education and Vocational Education based on Pancasila and the 1945 Constitution;
 - b. the wings represent a dynamic, creative, and innovative meaning;
 - c. three books arranged tiered have the meaning of the tridharma of higher education; and
 - d. the flame has the meaning of intelligence, enlightenment, the foundation of life, and the development of society, nation, and state.
- (4) The colour on the symbol, as stated in verse (1), has the following meaning:
 - a. black means persistence in carrying out tasks;
 - b. blue stands for depth and coolness;
 - c. yellow means greatness and grandeur of mind;
 - d. red means dynamic, creative, innovative, and always open to renewal; and
 - e. white means purity and sincerity.

- (5) Colours and colour code, as stated in verse (1), as follows:

No.	Symbol	Colour	Color Code / RGB (Red-Green-Blue)
1.	Circle	Black Chrome Yellow (Yellow) Cobalt Blue (Blue)	R: 0G: 0B: 0 R: 255 G: 167 B: 0 R: 0G: 71B: 171
2.	Wing	Chrome Yellow (Yellow) White	R: 255 G: 167 B: 0 R: 255 G: 255 B: 255
3.	Three Books	Chrome Yellow (Yellow) White	R: 255 G: 167 B: 0 R: 255 G: 255 B: 255
4.	Flame	Carmine Red (Red) White	R: 255 G: 0B: 56 R: 255 G: 255 B: 255
5.	Container	White	R: 255 G: 255 B: 255

- (6) The symbols, as stated in verse (1), are as follows:



- (7) As stated in verse (1), further conditions regarding the symbols are regulated in the Rector's Regulation.

Article 4

- (1) UNP has a rectangle flag, with a length to a width of 3: 2 (three to two) coloured yellow with the colour code R: 255, G: 255, B: 0 in the middle there is UNP symbol.
- (2) The UNP flag, as stated in verse (1), is as follows.



- (3) Further conditions regarding the UNP flag are regulated in the Rector's Regulation.

Article 5

- (1) Faculties and postgraduates have a rectangle flag with a length to a width of 3: 2 (three to two) with a different colour, and in the middle, there is the UNP symbol. Then, the name of the faculty/graduate written on the bottom.
- (2) The flags and colours referred to in the following verse are as follows:
 - a. The flag of the Faculty of Mathematics and Natural Sciences (FMIPA) is blue with the colour code R: 0, G: 112, B: 192 with the following picture:



- b. the flag of the Faculty of Engineering (FT) is orange, and its colour code is R: 255, G: 127, B: 0 with the following image:



- c. Faculty of Sports Science (FIK) flag is light green, and its colour code is R: 0, G: 255, B: 0 with the following image:



- d. The flag of the Faculty of Science Education (FIP) is green, and its colour code is R: 0, G: 128, B: 0 with the following picture:



- e. The flag of the Language and Arts Faculty (FBS) is purple, and its colour code is R: 191, G: 0, B: 255 with the following picture:



- f. The flag of the Faculty of Social Sciences (FIS) is red, and its colour code is R: 255, G: 0, B: 0 with the following image:



- g. The flag of the Faculty of Economics (FE) is pink, and its colour code is R: 255, G: 105, B: 180 with the following picture:



- h. The flag of the Faculty of Tourism and Hospitality (FPP) is peach, and its colour code is R: 255, G: 218, B: 185 with the following image:



- i. Postgraduate flag (PPs) is in grey, and its colour code is R: 128, G: 128, B: 128 with the following image:



- (3) Further conditions regarding the use of the faculty and postgraduate flags are regulated in the Rector's Regulation.

Article 6

- (1) UNP has hymn and march
- (2) The hymn of UNP, as stated in verse (1), is as follows:

Hymne Universitas Negeri Padang

Cipt. Erfan Lubis

♩ = 70 *Do = E_s*

U ni versi tas Neg ri Pa dang ci tra mu ku bang ga kan eng

⑥ kau lah pi lar nan a gung pe nyang gah ci ta ci ta na ma mu ter u kir in dah

⑨ *Do = F*

da lam re lung ji wa Deng ani man dan taq wa tu nai kan tu gas mu lia

⑭ *Do = E_s*

men ca ri il mu me lak sa na kan tri dar ma Ber ge ma lah pu ji

⑳ pu ja ma sya ra kat il mi ah ber ko bar lah cip ta kar sa tu

㉕ nas ba kal sar ja na Dan ja ya lah se la ma nya U ni

㉙ ver si tas Neg ri Pa dang Dan ja ya lah se la ma nya U ni

㉛ versi tas Neg ri Pa dang

(3) UNP March, as stated in verse (1), is as follows:

Mars Universitas Negeri Padang

Cipt. Erfan Lubis

♩ = 120

U ni ver si tas Neg ri Pa dang wa dah pam bi na dan pen di dik nu
nas bangsa me nu ju ma sa de pan ge mi leng men ja di ha ra pan di ma sa da
tang U ni ver si tas Neg ri Pa dang na ma mu ku jun jung ting gi dan ku
a gung kan mem ba ha na lah di nu san ta ra per ka sa dan bang ga me na tap du
ni a De rap dan lang kah se i ra ma un tuk meng ga pai ci ta ci
ta Ber da sar kan pa da ri dar ma wu jud nya ta pe ng ab di
an U N P U ni ver si tas Neg ri Pa dang ja ya sla ma
nya se la ma nya

(4) Further conditions regarding the procedure of using hymns and marches are regulated in Rector's Regulation.

Part Three

Academic and Almamater Uniform

Article 7

- (1) UNP has academic and almamater uniforms.
- (2) As stated in verse (1), the academic uniform consists of the chancellor's uniform, professor's uniform, and graduate uniform.

- (3) As stated in verse (2), an academic uniform consists of a toga, hat, necklace, and other attributes.
- (4) As stated in verse (1), the alma mater's uniform is the yellow jacket with the colour code R: 255, G: 255, B: 0 and the UNP symbol is on the left chest.
- (5) Further conditions regarding academic and alma mater uniform, also the procedure for its use shall be regulated in the Rector's Regulation.

CHAPTER III
THE ADMINISTRATION OF HIGHER EDUCATION TRI
DHARMA

Part One
Education
Article 8

- (1) UNP organizes Academic Education, Vocational Education, and/or Professional Education in various science, technology, arts, and/or sports branches.
- (2) As stated in verse (1), the implementation of Academic Education includes undergraduate, master, and doctoral programs.
- (3) As stated in verse (1), Vocational Education's implementation includes diploma programs, applied for undergraduate programs, applied masters, and applied doctorates to prepare personnel who have skills in specific fields.
- (4) As stated in verse (1), the implementation of Professional Education is postgraduate higher education, which prepares students to have jobs with special expertise requirements.
- (5) As stated in verse (1), further conditions regarding education condition shall be regulated in a Rector's Regulation after receiving Senate consideration.

Article 9

- (1) The UNP academic Year begins in July and ends in June of the following year.
- (2) The academic year, as stated in verse (1), consists of:
 - a. odd semester; and
 - b. even semester
- (3) As stated in verse (2) letter a, the odd semester starts in July and ends in December of the same year.
- (4) As stated in verse (2) letter b, even-semester starts in January and ends in June of the same year.
- (5) Each semester, as stated in verse (3) and verse(4), consists of 16 (sixteen) lecture weeks, includes 1 (one) midterm examination and 1 (one) final semester examination.
- (6) Further conditions regarding the academic year's implementation, as stated in verse (1), shall be regulated in the Rector's Regulation after receiving Senate consideration.

Article 10

- (1) The curriculum is a set of plans and arrangements regarding the objectives, content, and learning materials and the methods used as guidelines for implementing learning activities to achieve specific educational goals.
- (2) The curriculum's structure and content are compiled and developed following developments in science, technology, arts, and/ or sports in line with the conditions of laws and regulations.
- (3) As stated in verse (1), further conditions regarding the curriculum shall be regulated in the Rector's Regulation after receiving Senate consideration.

Article 11

- (1) Academic activities are carried out by applying the Semester Credit System (SKS).

- (2) SKS is an education administration system using semester credit units (credits) to state student study load, lecturer workload, learning experience, and program implementation load.
- (3) As stated in verse (1), conditions regarding academic activities shall be regulated by the Rector's Regulation after receiving Senate consideration.

Article 12

- (1) Assessment of student learning processes and outcomes is carried out periodically by the lecturer who teaches courses and executed in exams, assignments, observations, and/ or other assessment forms.
- (2) As stated in verse (1), the test can be in the form of a written exam and/ or an oral examination, which can be in daily exams, midterm tests, final semester examinations, the final exam of study programs, and other forms of examination.
- (3) As stated in verse (1), the assignment shall be carried out through structured or independent projects, either individuals or groups.
- (4) As stated in verse (1), observation is carried out to obtain information on performance, attitudes, and behaviour.
- (5) As stated in verse (1), another form of assessment is carried out in process and product assessment.
- (6) Assessment of learning outcomes, as stated in verse (1), is stated in letters/numbers as follows:
 - a. Letter A (85 to 100) is equivalent to number 4 (four);
 - b. Letter A- (80 to 84) is equivalent to the number 3,6 (three point six);
 - c. Letter B + (75 to 79) is equivalent to the number 3,3 (three point three);
 - d. Letter B (70 to 74) is equivalent to number 3 (three);
 - e. Letter B- (65 to 69) is equivalent to the number 2,6 (two point six);
 - f. Letter C+ (60 to 64) is equivalent to the number 2,3 (two points three);

- g. Letter C (55 to 59) is equivalent to number 2 (two);
 - h. Letter C- (50 to 54) is equivalent to the number 1.6 (one point six);
 - i. Letter D (40 to 49) is equivalent to number 1 (one); and the
 - j. Letter E (≤ 39) is equivalent to the number 0 (zero).
- (7) Further conditions regarding the assessment of learning outcomes, as stated in verse (1), shall be regulated in a Rector's Regulation after receiving Senate consideration.

Article 13

- (1) Students who have completed the entire learning process and passed will obtain a degree and attend graduation.
- (2) As stated in verse (1), further conditions regarding graduation shall be regulated in the Rector's Regulation after receiving Senate consideration.

Article 14

- (1) Indonesian is used as the language of instruction to implement the tri dharma of higher education at UNP.
- (2) Regional languages and foreign languages can be used as the language of instruction, both in implementing education and delivering knowledge and/ or particular skills to increase the learning process's effectiveness and efficiency.

Article 15

- (1) Admission of new students is carried out through national and independent selection following laws and regulations.
- (2) As stated in verse (1), the admission of new students does not differentiate between gender, religion, ethnicity, race, nationality, social status, and economic ability level.
- (3) UNP can admit transfer students from other universities and students with assignments/study permits following the conditions of laws and regulations.

- (4) UNP can admit students with special needs following the available facilities and infrastructure.
- (5) UNP can admit foreign nationals as students if they meet the requirements following the conditions of laws and regulations.
- (6) Further conditions regarding student admission are regulated in the Rector's Regulation after receiving Senate consideration.

Part Two

Research

Article 16

- (1) Research activities are directed to developing and applying educational sciences, science, technology, arts, and/ or sports aimed at society's benefit.
- (2) As stated in verse (1), research activities are carried out by lecturers, students, and other functional staff either independently, in groups, and/ or in collaboration with other parties.
- (3) As stated in verse (1), research activities are coordinated by the Institute of Research and Community Engagement.
- (4) Research results can be used to enrich the learning process.
- (5) The research results are published in national and/ or international scientific journals.
- (6) Research results and other copyrighted works can be registered to obtain intellectual property rights (HKI).
- (7) Further conditions regarding the conduct of research activities are regulated in a Rector's Regulation after receiving Senate consideration.

Part Three
Community Engagement

Article 17

- (1) Community Engagement activities are carried out to utilize, empower, and develop science, technology, arts, and/ or sports.
- (2) Community Engagement activities, as stated in verse (1), are carried out by Lecturers and Students either individually or in groups and may involve Staffs.
- (3) The implementation of Community Engagement is coordinated by the Institute for Research and Community Engagement.
- (4) Community Engagement activities are carried out to contribute to regional development, innovation and technology transfer, society problems, poverty alleviation, and social empowerment.
- (5) Community Engagement activities must be useful and disseminated to society.
- (6) Further conditions regarding Community Engagement are regulated in a Rector's Regulation after receiving Senate consideration.

Part Four
Ethical Code and Academic Ethics

Article 18

- (1) UNP holds ethical code and academic ethics that form behaviour for Lecturers, Students, and Staffs.
- (2) The ethical codes and academic ethics, as stated in verse (1), includes:
 - a. benefit;
 - b. honesty;
 - c. seriousness;
 - d. sincerity;

- e. integrity;
 - f. partnership;
 - g. togetherness; and
 - h. responsibilities;
- (3) Further conditions regarding the implementation of the UNP ethical code and academic ethics are regulated in the Rector's Regulation, as stated in verse (1).

Part Five

Academic Freedom, Academic Platform Freedom, Scientific Autonomy

Article 19

- (1) UNP upholds academic freedom, academic platform freedom, and scientific autonomy.
- (2) As stated in verse (1), academic freedom is the Academic Society freedom in higher education to explore and develop the science of technology, arts, and/ or sports responsibly by implementing tri dharma.
- (3) As stated in verse (1), academic freedom shall be implemented to explore, apply and develop science, technology, arts, and/ or sports through quality and responsible education, research, and Community Engagement activities that do not contradict statutory regulations.
- (4) As stated in verse (1), the freedom of the academic platform is part of academic freedom that allows the Academic Society to convey thoughts and opinions through lectures, talk, seminars, symposia, panel discussions, exams, and other scientific activities following scientific principles in the UNP environment responsibly and under scientific norms and regulations along with upholding religious, moral and ethical values.
- (5) As stated in verse (1), scientific autonomy is the independence and freedom of the Academic Society in revealing, discovering, and/ or defending the truth

according to scientific principles to ensure the sustainable development of science, technology, arts, and/or sports branches.

- (6) Further conditions regarding academic freedom, freedom of academic platform, and scientific autonomy, as stated in verse (1), shall be regulated in a Rector's Regulation after receiving Senate consideration.

Part Six

Degrees and Awards

Article 20

UNP provides diplomas, degrees, diploma supplement, competency certificates and/ or professional certificates to students who have passed following the conditions of laws and regulations.

Article 21

- (1) A degree is given to a student who has completed all the requirements imposed in attending a study program and passed following the knowledge field listed in the conditions of laws and regulations.
- (2) Conditions regarding the writing and use of degrees are implemented following the conditions of regulations.

Article 22

- (1) Diplomas are awarded to UNP graduates attached by academic transcripts and diploma supplements.
- (2) As stated in verse (1), diploma and academic transcripts are written in Indonesian and English.
- (3) Further conditions regarding diplomas, academic transcripts, and diplomas supplement, as stated in verse (1), shall be regulated following the conditions of laws and regulations.

Article 23

- (1) UNP can award an honorary doctorate *Honoris Causa* to someone who has done outstandingly to develop

education, science, technology, sports, and the arts.

- (2) As stated in verse (1), the awarding of an honorary doctorateshall be carried out following the conditions ofregulations.
- (3) Further conditions regarding the procedure for awarding the Honorary doctorate, as stated in verse (1), shall be regulated in a Rector Regulation after receiving Senate consideration.

Article 24

- (1) UNP can award a person and/or institution that has contributed to advancing and/or developing UNP.
- (2) As stated in verse (1), further conditions regarding the procedure for awarding shall be regulated in the rector's Regulation after receiving Senate consideration.

CHAPTER IV MANAGEMENT SYSTEM

Part One

Vision, Mission, Goals, and Strategic Plan

Article 25

UNP Vision: becoming one of the leading universities in education, science, technology, sports, and arts based on moral values, religion, and devotion to God Almighty.

Article 26

UNP Missions:

- a. Implementing quality education in education, science, technology, arts, and sports based on moral values, religion, and devotion to God Almighty.
- b. Conducting research activities and disseminate knowledge, research results, and innovative learning models at the national and international levels.
- c. Organizing Community Engagement activities to apply

educational science, science, technology, arts, and sports to advance the nation.

- d. Improving UNP governance.
- e. Enhancing local, national, and international cooperation.

Article 27

UNP Goals:

- a. Producing graduates who are superior, moral, religious, highly competitive, and able to adapt to developments.
- b. The implementation of student activities that forms prospective leaders and entrepreneurs with good character.
- c. Researching to develop educational sciences, science, technology, sports, and arts and disseminate them.
- d. The implementation of Community Engagement activities to solve various community problems.
- e. Creating credible university governance.
- f. Establishing synergic cooperation with various institutions, both central government and private, at home and abroad.

Article 28

UNP Motto: *Alam Takambang Jadi Guru.*

(Learn from Nature)

Article 29

- (1) In achieving the vision, mission, and objectives, as stated in Article 25, Article 26, and Article 27, UNP prepares a long-term development plan, strategic plan, and operational plan.
- (2) The UNP long-term development plan, as stated in verse (1), contains a 20 (twenty) year development plan and program.
- (3) The UNP strategic plan, as stated in verse (1), is an elaboration of the long-term development plan, which

contains a 5 (five) year development plan and program.

- (4) The UNP operational plan, as stated in verse (1), is an elaboration of the strategic plan, which contains programs and activities for 1 (one) year.
- (5) Long-term development plans, strategic plans, and operational plans, as stated in verse (2), verse (3), and verse (4), are regulated in a Rector's Regulation.

Part Two

Organization of UNP

Verse 1

General

Article 30

UNP organs consist of:

- a. Senate;
- b. Rector;
- c. Internal Control Unit; and
- d. Advisory Council.

Verse 2

Senate

Article 31

- (1) As stated in Article 30 letter a, Senate is an organ that carries out the function of determining, considering, and supervising the implementation of academic policies.
- (2) In carrying out the functions stated in verse (1), the Senate has the following duties and authorities:
 - a. stipulating academic policies, norms, and ethical codes;
 - b. supervision of:
 1. the application of academic norms and ethical codes by the Academic Society;
 2. the application of academic conditions;
 3. the implementation of higher education quality assurance and at least guided by the

- national higher education standard;
 - 4. the implementation of academic freedom, freedom of academic platform, and scientific autonomy;
 - 5. the implementation of academic discipline;
 - 6. the implementation of Lecturer performance appraisal policies; and
 - 7. the implementation of the learning, research, and Community Engagement processes.
- c. Organizing the learning process, research, and Community Engagements. Giving considerations and recommendations for improving the learning process, research, and Community Engagement to rector;
 - d. Giving consideration to higher education leaders in the opening and closing of study programs;
 - e. Giving consideration to the awarding or revocation of academic degrees and awards;
 - f. Giving consideration to higher education leaders in proposing professors; and
 - g. Giving recommendations for the imposition of penalty on violations of academic norms, ethics, and regulations by the Academic Society to Rector.
- (3) In carrying out the duties and authorities as stated in verse (2), the Senate prepares a report of supervision result and submits it to the rector for further action.

Article 32

- (1) The membership of the Senate consists of:
- a. 10 (ten) permanent lecturers' representatives from each faculty;
 - b. Rector;
 - c. Vice-Rector;
 - d. Dean;
 - e. Postgraduate director; and
 - f. Chairman of the institution.

- (2) Senate membership originating from lecturer representatives from each faculty, as stated in verse (1) letter a, represents the fields of knowledge or groups of knowledge fields in each faculty.
- (3) Senate membership originating from lecturer representatives from each faculty, as stated in verse (1) letter a, is selected by the Faculty Senate and proposed by the Dean to the rector.
- (4) The Senate consists of:
 - a. A chairman who is concurrently a member;
 - b. secretary who is concurrently member; and
 - c. members.
- (5) The Chairperson and Secretary, as stated in verse(4) letter a and letter b, are held by members who are not UNP leaders.
- (6) Senate members are designated and resigned by the rector.
- (7) The Senate members' tenure is 4 (four) Years and can be re-elected for 1 (one) term of office.
- (8) In carrying out its duties, the Senate may establish a commission/worker's agency as needed.
- (9) Further conditions regarding Senate membership are regulated in Senate Regulations.

Article 33

- (1) The Faculty Senate is an element of the faculty that carries out the function of consideration and supervision of the Dean in academic implementation within the faculty.
- (2) As stated in verse (1), further conditions regarding the Faculty Senate shall be regulated in the Rector's Regulation.

Verse 3

Rector

Article 34

- (1) As stated in article 30 letter b, Rector is a UNP organ that carries out the function of determining non-academic policies and managing higher education institutions for and on behalf of the Minister.
- (2) To carry out the functions stated in verse (1), Rector has the duties and authorities:
 - a. preparing the Statute and its amendments to be proposed to the Minister;
 - b. compiling ethical codes for the academic society to be proposed to the Senate;
 - c. compiling and/ or changing the 20 (twenty) year UNP long-term development plan;
 - d. compiling and/ or changing the 5 (five) year UNP strategic plan;
 - e. preparing and/ or changing the UNP work plan and annual budget (operational plan);
 - f. managing education, research, and Community Engagement following the UNP work plan and annual budget;
 - g. designating and/ or resigning the vice-rector and unit heads under the rector based on the conditions of regulations;
 - h. sentencing penalty on the academic society who violate academic norms, ethics, and/ or regulations based on the recommendations of the Senate;
 - i. sentencing penalty on lecturers and education staff who commit violations following the conditions of laws and regulations;
 - j. fostering and developing educators and education staff;
 - k. accepting, encouraging, developing, and dismissing students;
 - l. managing the UNP budget following conditions of regulation;
 - m. organizing a reliable management information system based on information and communication technology that supports the management of higher education tri

dharma, accounting and finance, personnel, student affairs, and alumni;

- n. compiling and submitting a report on the accountability of the implementation of the UNP to the Minister;
- o. proposing the designation of professors to the Minister;
- p. fostering and developing UNP relationships with alumni, the central government, local governments, users of the results of the higher education's tri dharma activities, and the society; and
- q. maintaining campus welfare, orderliness, and work comfortability ensure the continuity of higher education's tri dharma activities.

Article 35

- (1) The organizational structure, duties, and functions of the organizational units under UNP Rector's organ refers to the Minister of Research, Technology and Higher Education regulation Number 10 of 2015 concerning the organization and working Procedure of The Universitas Negeri Padang.
- (2) UNP can propose changes to the organizational unit under the rector's organ, as stated in verse (1), according to the Minister's needs.
- (3) As stated in verse (2), the organizational unit changes are enacted by the Minister after obtaining approval from the minister of the state apparatus's empowerment.

Verse 4

Internal Supervision Unit

Article 36

- (1) As stated in Article 30, letter c, the Internal Supervision Unit is a UNP organ that carries out non-academic

supervisory functions for and on behalf of the rector.

- (2) In carrying out the supervisory function, as stated in verse (1), the Internal Supervision Unit has the duties and authorities:
 - a. determining the internal supervision policy in the field non-academic of UNP;
 - b. internal supervision on the management of non-academic education;
 - c. preparation of reports on the results of internal control; and
 - d. providing recommendations and/ or considerations regarding the improvement of non-academic activities to the rector based on internal supervision results.
- (3) There are at least 9 (nine) members of the Internal Audit Unit with a composition of expertise in the fields of:
 - a. accounting/finance;
 - b. human resource management;
 - c. asset management;
 - d. law; and
 - e. management.
- (4) As stated in verse (3), the membership of the Internal Control Unit can originate from Lecturers and Education Staff.
- (5) The Internal Audit Unit consists of:
 - a. A chairman who is concurrently a member;
 - b. A secretary who is concurrently member; and
 - c. members.
- (6) As stated in verse (5) letter a, letter b, and letter c, the Chairperson, Secretary, and members of the Internal Control Unit are determined by the rector.
- (7) The Internal Audit Unit members' tenure is 4 (four) Years and can be redesignated for 1 (one) term of office.
- (8) Further conditions regarding the Internal Supervision Unit are regulated in a Rector's Regulation following

conditions of regulation.

Verse 5

Advisory Council

Article 37

- (1) As stated in Article 30 letter d, the Advisory Council is a UNP organ that is in charge of providing non-academic considerations.
- (2) In carrying out the functions as stated in verse (1), the Advisory Council has the duties and authorities:
 - a. reviewing the rector's policies in non-academic fields;
 - b. formulating recommendations and opinions on the rector's policies in non-academic fields;
 - c. provide non-academic considerations to UNP Leaders in managing UNP; and
 - d. assisting the development of the UNP.
- (3) The membership composition of the Advisory Council is 7 (seven) people who come from:
 - a. 3 (three) people from the Lecturer element;
 - b. 1 (one) person from the Regional Government element;
 - c. 1 (one) person from the business and industrial element;
 - d. 1 (one) person from representatives of alumni organizations; and
 - e. 1 (one) person from community leaders.
- (4) The Advisory Council consists of:
 - a. A chairman who is concurrently a member;
 - b. A secretary who is concurrently member; and
 - c. members.
- (5) As stated in verse (4) letter a, letter b, and letter c, the chairman, secretary, and members of the Advisory Council are determined by the rector.
- (6) The Advisory Council members' tenure is 4 (four) Years and can be redesignated for 1 (one) term of office.

- (7) Further conditions regarding the procedure for selecting members of the Advisory Council are regulated in Rector's Regulation.

CHAPTER V
PROCEDURES OF DESIGNATION AND RESIGNATION SENATE,
CHAIRMAN OF MANAGEMENT ORGANIZATION, INTERNAL
SUPERVISORY UNIT, AND ADVISORY COUNCIL

Part One
Designation

Verse 1
The Senate

Article 38

- (1) The chairperson of the Senate is elected from and by the members.
- (2) As stated in verse (1), the election of the Senate chairperson is conducted in a Senate meeting which is specially held for that purpose.
- (3) The Senate Meeting, as stated in verse (2), shall be chaired by the oldest member of the Senate and accompanied by the youngest member of the Senate.
- (4) As stated in verse (2), Senate Meeting is declared valid if attended by at least $2/3$ (two-thirds) of all Senate members.
- (5) As stated in verse (2), the election of the Senate Chairperson is held by the conference to obtain an agreement.
- (6) If the conference to obtain an agreement, as stated in verse (5), are not achieved, voting will be conducted.
- (7) As stated in verse (6), the voting is conducted by each member of the Senate has 1 (one) vote.
- (8) The elected chairperson of the Senate is the candidate who gets the most votes.

- (9) The Senate Chairperson, as stated in verse (8), shall designate a member of the Senate to be the Senate Secretary.
- (10) The rector designates the elected Chairperson and Secretary of the Senate.
- (11) The Chairperson and Secretary of the Senate's tenure are 4 (four) Years and can be re-elected for 1 (one) term of office.
- (12) Further conditions regarding the requirements for the Chairperson and Secretary of the Senate are regulated in Senate Regulations.

Verse 2

Head of the Management Organ

Article 39

- (1) Lecturers in UNP can be given additional tasks as Rector, Vice-Rector, Dean, Vice Dean, Postgraduate Director, Vice Director of Postgraduate, Chairperson of Institution, Institution Secretary, Head of Department, Secretary of Department, Head of Laboratory / Workshop / Studio and Head of Technical Implementation Unit (UPT).
- (2) Head of UPT, as stated in verse (1), is the Head of UPT who carries out duties and functions in the academic field.
- (3) As stated in verse (1), the additional assignments shall be carried out if there are vacancies in positions.
- (4) Vacancies in positions, as stated in verse (3), occur because:
 - a. the term of office ends; and/ or
 - b. changes of the UNP organization.
- (5) The term of office ends, as stated in verse (4) letter a, includes:
 - a. permanent absence;
 - b. own plea;

- c. designated in another state office;
 - d. convicted based on a court decision which has permanent legal force for committing an act which is punishable by imprisonment;
 - e. suspended temporarily from his government office;
 - f. carrying out study assignments or study permits for more than 6 (six) months in the context of further studies that leave tri dharma of higher education tasks;
 - g. freed from the duties of a Lecturer; and/or
 - h. leave beyond the responsibility of the state.
- (6) Permanent absence, as stated in verse (5) letter a, include:
- a. death;
 - b. incurable illness which causes the inability to carry out their duties and obligations, proven by the Official Report of the Civil Servant Health Examination Council or a certificate from the competent official; and/or
 - c. resign as a civil servant of his plea.
- (7) Organizational changes, as stated in verse (4) letter b, include:
- a. Additions and/or changes to work units; and/ or
 - b. changes to the form of the UNP.

Article 40

- (1) To be designated as a rector, a Lecturer must meet the requirements following the conditions of laws and regulations.
- (2) To be designated as Vice-Rector, Dean, Vice Dean, Postgraduate Director, Postgraduate Vice Director, Head of Institution, Institution Secretary, Head of Department, Secretary of Department, Head of Laboratory / Workshop / Studio, and Head of Technical Implementation Unit (UPT), a Lecturer must fulfil the following requirements:

- a. Civil Servants who have experience as a Lecturer with the following academic positions:
 1. Associate professor as the minimum for the position of Vice-Rector, Dean, Postgraduate Director, Postgraduate Vice Director, and Chair of the Institution;
 2. Assistant professor as the minimum for Vice Dean, Head of Department, Secretary of Department, Secretary of Institution, Head of Laboratory / Workshop / Studio, and Head of UPT.
- b. Having educational qualifications:
 1. Doctorate for the position of Vice-Rector, Dean, Director of Postgraduate, Vice Director of Postgraduate, Chair of the Institute, and Chair of the Department that manages the graduate program; and
 2. Master as the minimum for Vice Dean, Head of Department, Secretary of Department, Secretary of Institution, Head of Laboratory / Workshop / Studio, and Head of UPT.
- c. believe in and fear God Almighty;
- d. being at a maximum age of 60 (sixty) Years at the end of the term of office of the current position;
- e. has managerial experience in university as the secretary of the department for at least 2 (two) years to become Vice-Rector, Dean, and Postgraduate Director;
- f. willing to be nominated as a Candidate for Vice-Rector, Dean, Vice Dean, Director of Postgraduate Program, Vice Director of Postgraduate, Head of Institution, Secretary of Institution, Head of Department, Secretary of Department, Head of Laboratory / Workshop / Studio, and Head of UPT which is stated in writing;

- g. physically healthy, mentally healthy, and free from drugs as evidenced by a certificate from the competent official;
- h. every element of employee performance appraisal has a good value in the last 2 (two) Years;
- i. not currently undergoing study assignments for more than 6 (six) months or study permits in the context of further studies leaving a written tri dharma assignment of higher education;
- j. not currently serving a moderate or severe civil servant disciplinary sentence;
- k. has never been sentenced based on a decision court which has permanent legal force for committing an act which is punishable by the minimum imprisonment; and
- l. never commit plagiarism as stated in the conditions of regulations.

Article 41

- (1) UNP Education Staff can be designated as structural officers, heads of executing administrative elements, or heads of UPT.
- (2) The designation of structural officers, heads of executing administrative elements, or heads of UPT is carried out if there are vacancies in positions.
- (3) Vacancies for positions, as stated in verse (2), are due to:
 - a. the term of office has ended; and/ or
 - b. organizational changes.
- (4) The term of office ends, as stated in verse (3) letter a, includes:
 - a. permanent absence;
 - b. own plea;
 - c. designated in another state department;
 - d. convicted based on a court decision having the permanent force of law for committing an act

- which is punishable by imprisonment;
- e. suspended temporarily from his government office;
 - f. undergoing study assignments or study permits for more than 6 (six) months in the context of further studies leaving the tri dharma task of higher education; and/ or
 - g. leave beyond the responsibility of the state.
- (5) Permanent absence, as stated in verse (4) letter a, include:
- a. death;
 - b. incurable illness which causes the inability to carry out their duties and obligations, proven by the Official Report of the Civil Servant Health Examination Council or a certificate from an authorized official; and/or
 - c. resign as a civil servant at his own accord.
- (6) Organizational changes, as stated in verse (3) letter b, include:
- a. addition and/ or changes to work units; or a
 - b. changes of UNP form.
- (7) To be designated as a structural officer in charge of the administrative executing element or as a head of UPT, Education Staff must meet the requirements following laws and regulations' conditions.

Article 42

- (1) The rector is a civil servant lecturer who is given additional duties as the leader of UNP.
- (2) The tenure of the rector, as stated in verse (1), is for 4 (four) years and can be redesignated for 1 (one) term of office.
- (3) The rector, as stated in verse (1), is designated and resigned by the Minister.

Article 43

The designation of the rector, as stated in Article 41 verse (3), is carried out through the following stages:

- a. selection of prospective candidates;
- b. screening of candidates;
- c. election; and
- d. designation.

Article 44

- (1) As stated in Article 43 letter a and letter b, the selection and screening stages are carried out no later than 5 (five) months before the end of the current rector's tenure.
- (2) The selection stage for prospective Rector candidates, as stated in Article 43 letter a, is carried out by:
 - a. The Senate forms a committee for the rector election;
 - b. The Rector election committee announces the requirements for the prospective Rector candidates;
 - c. Lecturers who meet the requirements as stated in letter b and wish to participate in the selection stage can register themselves in the Rector election committee;
 - d. The Rector election committee submits the names of the prospective Rector candidates who meet the requirements of at least 4 (four) prospective candidates to the Senate;
 - e. the Rector election committee announces the names of the prospective Rector candidates after obtaining Senate approval;
 - f. if there are less than 4 (four) prospective candidates for a rector who register, the Rector selection committee shall extend the registration period for the prospective Rector candidates for a maximum of 1 (one) week; and
 - g. if after the registration extension period, as stated

in letter f, there are less than 4 (four) prospective Rector candidates who register, then the Senate Chairperson with the Senate members' approval shall designate a Lecturer who meets the requirements to be registered as a candidate for the rector.

- (3) As stated in verse (2) letter a, further conditions regarding the Rector election committee are regulated in a Senate Regulation.

Article 45

The screening stage for Rector candidates, as stated in Article 43, letter b, is carried out through:

- a. screening of candidates is carried out in a Senate meeting held explicitly for that purpose;
- b. the Senate meeting as stated in letter a is declared valid if it is attended by at least 2/3 (two thirds) of all members of the Senate;
- c. each prospective Rector candidate conveys the vision, mission, work program, and development of UNP in front of the Senate;
- d. The Senate evaluates and elects prospective Rector candidates by voting;
- e. Voting, as stated in letter d, is conducted on the condition that 1 (one) member of the Senate has 1 (one) vote to obtain 3 (three) candidates for rector;
- f. if 3 (three) Rector candidates have not yet been obtained, voting is conducted on the same day for the Rector candidates who gain the same votes; and
- g. Senate determines 3 (three) Rector candidates to be submitted to the Minister with supporting documents no later than 3 (three) months before the end of the current Rector tenure.

Article 46

As stated in Article 43, letter c and letter d, the electoral and

the Rector designation stages are carried out following the conditions of laws and regulations.

Article 47

- (1) Vice-Rector is a lecturer who is given additional assignments as the head of UNP.
- (2) The tenure of the Vice-Rector, as stated in verse (1), is for 4 (four) years and can be redesignated for 1 (one) term of office.
- (3) The Vice-Rector, as stated in verse (1), is designated and resigned by the rector.
- (4) In the designation of the Vice-Rector, as stated in verse (3), the rector may ask the Senate for consideration.
- (5) As stated in verse (3), the designation of the Vice Rector is carried out no later than 1 (one) month after the inauguration of the rector.

Article 48

- (1) Dean is a lecturer who is given an additional assignment as a faculty leader.
- (2) The Dean, as stated in verse (1), is designated and resigned by the rector.
- (3) The tenure of the Dean, as stated in verse (1), is for 4 (four) Years and can be redesignated for 1 (one) term of office.
- (4) As stated in verse (2), the designation of the Dean is carried out through elections.

Article 49

- (1) Dean election, as stated in Article 48 verse (4), is conducted by:
 - a. the Faculty Senate forms a Dean selection committee;
 - b. the Dean selection committee announces the requirements for Dean candidates;
 - c. Lecturers who meet the requirements, as stated in

- letter b, can register themselves in the Dean selection committee;
- d. The Dean selection committee submits the names of the prospective Dean candidates who meet the requirements of at least 3 (three) prospective candidates to the Faculty Senate;
 - e. the Dean selection committee submits the names of the prospective Dean candidates to the Faculty Senate to be determined;
 - f. The Faculty Senate submits 3 (three) names of the Dean candidates to the rector through the Dean;
 - g. if the prospective Dean candidates who register are more than 3 (three) people, it will be screened by the Faculty Senate;
 - h. the screening, as stated in letter g, is carried out in a Faculty Senate meeting which is conducted specifically for that purpose;
 - i. the Faculty Senate meeting, as stated in letter h, is declared valid if it is attended by 2/3 (two-thirds) of the Faculty Senate members;
 - j. screening is carried out through voting provided that 1 (one) member of the Faculty Senate has 1 (one) vote to obtain 3 (three) Dean candidates; and
 - k. 3 (three) Dean candidates, as stated in letter j, is submitted to the rector without stating the number of votes.
- (2) Further conditions regarding the selection of the Dean, as stated in verse (1), are regulated in the Rector's Regulation.

Article 50

- (1) Vice Dean is designated and resigned by the rector at the recommendation of the Dean.
- (2) The Dean proposes the Vice Dean candidates, as stated in verse (1), after requesting the Faculty Senate's consideration.
- (3) As stated in verse (1), the designation of the vice Dean

is carried out by the rector no later than 1 (one) month after the inauguration of the Dean.

- (4) The vice Dean's tenure is 4 (four) Years and can be redesignated for 1 (one) term of office.

Article 51

- (1) Head and Secretary of the Department are selected from and by the Lecturers in their department to be proposed by the Dean to the rector.
- (2) The Head and Secretary of the Department are designated and resigned by the rector.
- (3) The tenure of the Head and Secretary of the Department is 4 (four) Years and can be redesignated for 1 (one) term of office.
- (4) Further conditions regarding the procedure for electing the Head and Secretary of the Department, as stated in verse (1), are regulated in the Rector's Regulation.

Article 52

- (1) Head of Laboratory / Workshop / Studio is designated and resigned by the rector at the Dean's recommendation.
- (2) The Head of Laboratory / Workshop / Studio is selected from and by the lecturers in the department concerned to be proposed by the Dean to the rector.
- (3) The tenure of the Head of Laboratory / Workshop / Studio is 4 (four) Years and can be redesignated for 1 (one) term of office.
- (4) Further conditions regarding the procedure for electing the Head of Laboratory / Workshop / Studio, as stated in verse (1), are regulated in the Rector's Regulation.

Article 53

- (1) The postgraduate director is designated and resigned by the rector.
- (2) In the designation of the Postgraduate Director, as

stated in verse (1), the rector may ask the Senate for consideration.

- (3) The tenure of a postgraduate director is 4 (four) Years and can be redesignated for 1 (one) term of office.

Article 54

- (1) The Vice Director of the postgraduate program is designated and resigned by the rector upon the Postgraduate Director's recommendation.
- (2) The tenure of postgraduate Vice Director is 4 (four) Years and can be redesignated for 1 (one) term of office.

Article 55

- (1) The chairperson and secretary of the institution are designated and resigned by the rector.
- (2) In the designation of the Chairperson and Secretary of the institution, as stated in verse (1), the rector may ask the Senate for consideration.
- (3) The tenure of the Chairperson and Secretary of the institution is 4 (four) years and can be redesignated for 1 (one) term of office.

Article 56

- (1) The Head of UPT is designated and resigned by the rector.
- (2) The tenure of the Head of UPT is 4 (four) years and can be redesignated for 1 (one) term of office.

Article 57

- (1) The leadership of the administrative executing element consists of:
 - a. Head of Bureau / Primary High Officer
 - b. Heads of Divisions / Administrators at Bureaus, faculties, postgraduate degrees, and institutions; and
 - c. Head of Subdivision / Supervisor at Bureaus,

Faculties, Postgraduate, Institutions, and UPT.

- (2) Head of Bureau / Primary High Officer, Head of Division / Administrator, and Head of Subdivision / Supervisor, as stated in verse (1) letter a, letter b, and letter c, are designated and resigned by the rector following the conditions of regulations.

Verse 3

Internal Supervision Unit

Article 58

- (1) The Chairman and Secretary of the Internal Supervision Unit are designated and resigned by the rector.
- (2) The Chairman and Secretary of the Internal Supervision Unit's tenure are for 4 (four) Years and can be redesignated for 1 (one) term of office.
- (3) Further conditions on the requirements and procedures for the Chairman and Secretary of the Internal Supervision Unit designation are regulated in the Rector's Regulation.

Verse 4

Advisory Council

Article 59

- (1) The Chairman of the Advisory Council is elected from and by the members.
- (2) The Chairman of the Advisory Council's election is conducted in a meeting of the Advisory Council explicitly held for that purpose.
- (3) The election of the Chairman of the Advisory Council, as stated in verse (2), is held through discussion to reach an agreement.
- (4) If the discussion for an agreement, as stated in verse (3), is not reached, voting will be held.
- (5) The Chairman of the Advisory Council designates one of

the members as the Secretary of the Advisory Council.

- (6) The rector designates the Chairman and Secretary of the Advisory Council.
- (7) The Chairman and Secretary of the Advisory Council's tenure are for 4 (four) Years and maybe redesignated.
- (8) Further conditions on the requirements and procedures for the designation of the Chairman, Secretary, and Advisory Council members are regulated in the Rector's Regulation.

Part Two
Resignation

Verse 1
Head of Organizing Organ

Article 60

- (1) Rector, Vice-Rector, Dean, Vice Dean, Postgraduate Director, Vice Postgraduate Director, Chairman of Institution, Secretary of Institution, Head of Department, Secretary of Department, Head of Laboratory/ Workshop/ Studio, and Head of UPT are resigned from positions since their tenure end.
- (2) The rector may be resigned before the end of his term following the conditions of regulation.
- (3) Vice-Rector, Dean, Vice Dean, Postgraduate Director, Vice Postgraduate Director, Chairman of the Institution, Secretary of the Institution, Head of Department, Secretary of the Department, Head of Laboratory/ Workshop/ Studio, and Head of UPT may be resigned before their term ends due to:
 - a. own plea;
 - b. permanent absence;
 - c. designated in another state department;
 - d. convicted based on a court decision having the permanent force of law for committing an act

- which is punishable by imprisonment;
- e. subject to severe disciplinary punishment following the conditions of the regulation;
 - f. suspended temporarily from state department;
 - g. freed from the duties of Lecturer;
 - h. undergoing a study assignment or study permit for more than 6 (six) months in the context of further study leaving the college tri dharma duties; or
 - i. leave beyond the responsibility of the state.
- (4) Permanent absence, as stated in verse (2) letter b, include:
- a. death;
 - b. an incurable illness that causes the inability to perform its duties and obligations, proven by the official report of the Council of the Civil Servants Health Examination Council or a certificate from an authorized official; or
 - c. resign as a civil servant at his own accord.
- (5) As stated in verse (1), the resignation of the rector is carried out by the Minister following the conditions of regulation.
- (6) The resignation of Vice-Rector, Dean, Vice Dean, Postgraduate Director, Vice Postgraduate Director, Chairman of the Institution, Secretary of the Institution, Head of Department, Secretary of the Department, Head of Laboratory/ Workshop/ Studio, and Head of UPT, as stated in verse (1) and verse (2), performed by the rector following the conditions of regulation.

Article 61

In terms of the rector's resignation before the end of his term of office, as stated in Article 60 verse (2), the Minister determines the definitive rector following the conditions of regulation.

Article 62

- (1) In terms of the Vice Rector's resignation before the end of the term of office, as stated in Article 60 verse (3), the rector designates and enacts a definitive Vice-Rector to fill the position.
- (2) The designation and stipulation of the definitive Vice-Rector, as stated in verse (1), are carried out following the conditions, as stated in Article 46.
- (3) The Vice-Rector who continues the remaining term of office of more than 2 (two) years is counted as 1 (one) term of office.

Article 63

- (1) In terms of the Dean's resignation before the end of his term of office, as stated in Article 60 verse (3), the rector designates and enacts one of the Vice Deans as the definitive Dean to fill the position.
- (2) Dean, who continues his remaining term of office for more than 2 (two) years, is counted as 1 (one) term of office.

Article 64

- (1) In terms of the Vice Dean's resignation before the end of his term of office, as stated in Article 60 verse (3), the rector designated and enacts a definitive Vice Dean on the Dean's recommendation.
- (2) The designation of the Vice Dean, as stated in verse (1), is carried out following the conditions, as stated in Article 49.
- (3) The Vice-Dean who continues the remaining term of office of more than 2 (two) years is counted as 1 (one) term of office.

Article 65

- (1) In terms of the Head of Department's resignation before the end of his term of office, as stated in Article 60 verse (3), the Rector designates and enacts the Department's Secretary as the definitive Head of Department to fill the position.

- (2) Head of Department who continues the remaining term of office for more than 2 (two) Years is counted as 1 (one) term of office.

Article 66

- (1) In terms of the Department Secretary's resignation before the end of his term of office, as stated in Article 60 verse (3), the rector designates and enacts a definitive Department Secretary on the recommendation of the Dean.
- (2) Department Secretary who continues the remaining term of office for more than 2 (two) years is counted as 1 (one) term of office.

Article 67

- (1) In terms of the Head of Laboratory/ Workshop/Studio's resignation before the end of his term of office, as stated in Article 60 verse (3), the rector designates and enacts the definitive Head of Laboratory/ Workshop/ Studio on the recommendation of the Dean.
- (2) Head of Laboratory/Workshop/Studio who continues the remaining office of more than 2 (two) years is counted as 1 (one) term of office.

Article 68

- (1) In terms of the resignation of a Postgraduate Director before the end of his term of office, as stated in Article 60 verse (3), the rector designates and enacts one of the Vice Postgraduate Directors as the definitive Postgraduate Director.
- (2) As stated in verse (1), the Postgraduate Director's designation is carried out following the conditions, as stated in Article 52.
- (3) Postgraduate Director who continues the remaining term of office of more than 2 (two) years is counted as 1 (one) term of office.

Article 69

- (1) In terms of the resignation of the Vice Postgraduate Director before the end of his term of office, as stated in Article 60 verse (3), the rector designates and enacts a definitive Vice Postgraduate Director on the recommendation of the Postgraduate Director.
- (2) Vice Postgraduate Director who continues the remaining term of office of more than 2 (two) years is counted as 1 (one) term of office.

Article 70

- (1) In terms of the Institution Chairman's resignation before the end of his term of office, as stated in Article 60 verse (3), the rector designates and enacts the Institution secretary as the definitive chairman of the Institution.
- (2) The Institution chairman who continues the remaining term of office for more than 2 (two) years is counted as 1 (one) term of office.

Article 71

- (1) In terms of the Institution Secretary's resignation before the end of his term of office, as stated in Article 60 verse (3), the rector designates and enacts a definitive Secretary of the Institution on the recommendation of the Institution Chairman.
- (2) The Secretary of the Institution who continues the remaining term of office of more than 2 (two) years is counted as 1 (one) term of office.

Article 72

- (1) In terms of the Head of UPT resignation before the end of his term of office, as stated in Article 60 verse (3), the rector designates and enacts a definitive Head of UPT.
- (2) Head of UPT who continues the remaining term of office

more than 2 (two) Years is counted as 1 (one) term of office.

Verse 2

Senate, Internal Supervision Unit, and Advisory Council

Article 73

- (1) The Chairman and Secretary of the Senate, the Chairman and Secretary of the Internal Supervision Unit, and the Chairman and Secretary of the Advisory Council are resigned from office due to their term of office.
- (2) The Chairman and Secretary of the Senate, and the Chairman and Secretary of the Internal Supervision Unit are resigned before the end of their terms due to:
 - a. their plea;
 - b. suspended as a civil servant/tenure;
 - c. permanent absence;
 - d. convicted based on a court decision having the permanent force of law for committing an act which is punishable by imprisonment
 - e. undergoing a study assignment or study permit of more than 6 (six) months in the context of further studies leaving the college tri dharma duties;
 - f. subject to severe disciplinary punishment following the conditions of the regulation;
 - g. leave beyond the responsibility of the state.
- (3) The Chairman and Secretary of the Advisory Council are resigned before the end of their tenure due to:
 - a. their plea;
 - b. permanent absence;
 - c. subject to severe disciplinary punishment following the conditions of regulation for those who are civil servant;
 - d. convicted based on a decision court having the permanent force of law for committing an act punishable by imprisonment; and

- e. other matters specified in the conditions of regulation.
- (4) Permanent absence, as stated in verse (2) letter c and verse (3) letter b, include:
- a. death; or
 - b. an incurable illness causes him to be unable to perform his duties and obligations, proven by a certificate from an authorized official.

Article 74

- (1) In terms of the Chairman of the Senate resignation before the end of his term of office, as stated in Article 73 verse (2), a new Chairman of the Senate is elected.
- (2) As stated in verse (1), elections are conducted following the conditions stated in Article 37.

Article 75

In terms of resigning the Senate Secretary before the end of his term, as stated in Article 73 verse (2), the Senate Chairman designates a new Senate Secretary.

Article 76

In terms of the resignation of the Chairman and Secretary of the Internal Supervision Unit before the end of his term of office, as stated in Article 73 verse (2), the rector designates and enacts a new Chairman and Secretary of the Internal Supervision Unit.

Article 77

In terms of the Chairman and Secretary of the Advisory Council resignation before the end of his term of office, as stated in Article 73 verse (3), the rector designates and enacts a new Chairman and Secretary of the Advisory Council.

CHAPTER VI

THE INTERNAL CONTROL AND SUPERVISION SYSTEM

Article 78

- (1) To improve the quality and efficiency in the administration of education, control and supervision are carried out following regulation conditions.
- (2) The internal control and supervision system of UNP is an integral process of actions and activities carried out continuously by leaders and all employees to provide adequate confidence in the achievement of organizational goals through effective and efficient activities, reliable financial reporting, the security of state assets, and adherence to regulation.
- (3) The purpose of UNP's internal control and supervision system is:
 - a. To ensure accountable financial and asset management;
 - b. To ensure the efficient utilization of resources; and
 - c. To ensure the accuracy of data and information resources for decision making.
- (4) UNP's internal control and supervision system are implemented based on the principles of:
 - a. basic adherence;
 - b. accountability;
 - c. transparency;
 - d. objectivity;
 - e. honesty; and
 - f. construction.
- (5) The scope of UNP's internal control and supervision system consists of:
 - a. finance;
 - b. asset field; and the
 - c. field of personnel.
- (6) Further conditions regarding the system of internal control and supervision of UNP, as stated in verse (1), and its implementation mechanism are regulated in the Rector's Regulation.

CHAPTER VII
LECTURERS AND EDUCATIONSTAFF

Article 79

- (1) The lecturers consist of permanent lecturers and non-permanent lecturers.
- (2) As stated in verse (1), Permanent Lecturer is a Lecturer who works full time and permanent educator status at UNP.
- (3) Non-permanent lecturers, as stated in verse (1), are part-time lecturers who have non -permanent educators' status at UNP.
- (4) Non-permanent lecturers, as stated in verse (3), are designated by the rector on the recommendation of the Dean of the faculty concerned following the needs and conditions of regulation.

Article 80

- (1) Level of academic position Lecturer consists of:
 - a. instructor;
 - b. assistant professor;
 - c. associate professor; and
 - d. professor.
- (2) As stated in verse (1), the design and resignation of academic position shall be regulated following regulation conditions.
- (3) UNP may designate professor emeritus following the conditions of regulation.

Article 81

Designation, coaching, career development, and the resignation of Lecturers are carried out following regulation conditions.

Article 82

- (1) Staffs in the UNP consists of certain functional positions and general functional positions.
- (2) As stated in verse (1), the design and resignation of Staff are carried out following regulation conditions.

CHAPTER VIII STUDENTS AND ALUMNI

Article 83

Becoming a UNP Student, he must:

- a. meet the requirements that have been determined in the conditions of regulation;
- b. have the skills required by the program of study; and
- c. meet administrative requirements and pass the selection.

Article 84

- (1) Every UNP Student has rights and obligations.
- (2) Student rights, as stated in verse (1) as follows:
 - a. using academic freedom responsibly to demand and study education, science, technology, sports, and arts following the ethical code, norms, and ethics applicable at UNP;
 - b. obtaining learning and services in the academics and self -development following interests and talents;
 - c. utilizing the facilities and services of universities, faculties, departments and/or supporting units following the conditions of regulation; and
 - d. participating in student organizations' activities in the UNP environment for the welfare, development of interests, and talents.
- (3) Obligations of Students, as stated in verse (1) as follows:
 - a. Obeying all ethical code and /or conditions applicable in UNP;
 - b. participating in maintaining the facilities and

- infrastructure of cleanliness, orderliness, and security of UNP;
- c. purchasing for tuition following the conditions of regulation;
 - d. maintaining the credibility and reputation of UNP;
 - e. upholding religious tolerance and cultural diversity;
 - f. avoiding reprehensible behaviour; and
 - g. respecting the leaders in the UNP, lecturers, administrative staff, and fellow students.
- (4) Further conditions regarding the implementation of students' rights and obligations are regulated in the Rector's Regulation.

Article 85

- (1) Student organizations at the university, faculty, and department levels are established to improve and develop leadership skills, character building, reasoning, interests, talents, and students' welfare.
- (2) As stated in verse (1), student organizations are organized from, by, and for Students.
- (3) Further conditions on student organizations are regulated in the Rector's Regulation.

Article 86

- (1) UNP Alumnus is a person who has completed his education at UNP.
- (2) UNP alumni may establish alumni organizations to build relationships with UNP to support UNP goals, as stated in Article 27.
- (3) The organizational structure and working procedures of the UNP Alumni Association are regulated in the Articles of Association and Household Budget of the UNP Alumni Association.

CHAPTER IX

FACILITIES AND INFRASTRUCTURE

Article 87

- (1) UNP facilities and infrastructure are utilized for the implementation of university tri dharma and institutional development.
- (2) Management of UNP facilities and infrastructure includes:
 - a. needs planning and budgeting;
 - b. procurement;
 - c. use;
 - d. utilization;
 - e. security and maintenance;
 - f. assessment;
 - g. deletion;
 - h. administration; and
 - i. supervision and control.
- (3) The utilization of UNP facilities and infrastructure, as stated in verse (2) letter d, must consider environmental sustainability and nature conservation.
- (4) The utilization of UNP facilities and infrastructure to obtain funds shall be regulated following the conditions of regulation.
- (5) Buildings in the UNP environment must meet safety, security, health, and comfort requirements following regulation conditions.
- (6) Further conditions regarding the management of UNP facilities and infrastructure, as stated in verse (2), verse (3) and verse (5), are regulated in the Rector's Regulation.

CHAPTER X BUDGETING

Article 88

- (1) Budgeting includes planning, implementation,

accountability, and reporting.

- (2) As stated in verse (1), planning is prepared by the rector based on the principle of performance-based budgeting.
- (3) The rector submits the UNP revenue and expenditure budget plan to the Minister.
- (4) As stated in verse (1), the implementation of budgeting is carried out following the conditions of regulation.
- (5) As stated in verse (1), the implementation of budgeting is carried out based on efficiency, effectiveness, transparency, and accountability.
- (6) As stated in verse (1), accountability and reporting are carried out following the conditions of regulation.
- (7) The UNP budgeting accountability report is reviewed by internal and external auditors following regulation conditions and submitted to the Minister.

CHAPTER XI COOPERATION

Article 89

- (1) UNP may establish academic and non-academic cooperation with other universities, central government agencies, business/industrial, individuals, and/or other institutions both domestic and abroad in the implementation of university tri dharma activities.
- (2) Academic cooperation, as stated in verse (1), may take the form of:
 - a. education, research, and Community Engagement;
 - b. twin programs;
 - c. transfer and/or acquisition of credit;
 - d. assignment of senior lecturers as coaches at other colleges;
 - e. Lecturers and/or Student's exchange;
 - f. Utilization of various resources together;
 - g. internship;
 - h. publication of scientific works regularly; and the

- i. enforcement of seminars, conferences, trainings, workshops, symposia jointly and/or other forms as required.
- (3) Non-academic cooperation, as stated in verse (1), may take the form of:
 - a. asset utilization;
 - b. fundraising;
 - c. intellectual property rights services and royalties; and/or
 - d. other forms as required.
 - (4) Cooperation with foreign universities can only be carried out as long as its institution has been accredited and received a recommendation from the Minister.
 - (5) Cooperation with universities and/or other institutions abroad, as stated in verse (1), is carried out following regulation conditions.

Article 90

Cooperation is carried out institutionally and can be organized by faculties, departments, institutions, research centres, and laboratories at UNP, and it is the responsibility of the rector.

CHAPTER XII

INTERNAL QUALITY ASSURANCE SYSTEM

Article 91

- (1) UNP implements the internal quality assurance system to improve quality continuously.
- (2) The internal quality assurance system is implemented by determining quality standards, implementing quality standards, evaluating quality achievement, and improving quality standards.
- (3) Internal quality assurance is carried out by working units with quality assurance tasks and functions in the UNP environment.

- (4) Further conditions regarding the implementation of internal quality assurance, as stated in verse (1) to verse (3), are regulated in the Rector's Regulation following regulation conditions.

Article 92

- (1) Accreditation is carried out following the conditions of regulation for quality assurance in the organization of education.
- (2) Department leaders, faculty leaders, graduate leaders, and university leaders facilitate accreditation of study programs and/or institutions.

CHAPTER XIII FORM AND PROCEDURE FOR STIPULATING OF REGULATIONS

Article 93

- (1) The regulations applicable in the UNP environment are as follows:
 - a. regulation;
 - b. Rector's regulations;
 - c. Senate regulations; and the
 - d. Rector's decree.
- (2) As stated in verse (1) letter b, letter c, and letter d, procedures for stipulating regulations are regulated in the Rector's Regulation following regulation conditions.

CHAPTER XIV FUNDING AND PROPERTY

Article 94

- (1) UNP funding sources are obtained from:
 - a. the central government;
 - b. society; and
 - c. other legitimate and non-binding sources.

- (2) Funds obtained from the society are the acquisition of university funds that are sourced from:
 - a. cost of education;
 - b. cost of college entrance exam;
 - c. employment contract results;
 - d. sales of university products/services;
 - e. donations and/or grants; and
 - f. other legitimate and non -binding acceptances.
- (3) The use of funds from the central government shall be regulated following the conditions of regulation.
- (4) Further conditions on the use of funds coming from the public shall be regulated following regulation conditions.

Article 95

- (1) UNP's properties include movable objects, immovable objects, and intellectual property that belong to the central government and managed by UNP.
- (2) UNP's properties, as stated in verse (1), are used for the implementation of the university tri dharma and the development of UNP.
- (3) Funds obtained from the utilization of UNP's property are non-tax state revenue.
- (4) UNP's property, as stated in verse (1), is inalienable or cannot be guaranteed to other parties.

CHAPTER XV

OTHER CONDITIONS

Article 96

- (1) Amendments to the Statute may be made to adjust the development of tri dharma universities implementation and/or the development of UNP.
- (2) As stated in verse (1), Amendments to the Statute are made in a meeting attended by representatives of UNP organs.

- (3) The vice organ, as stated in verse (2), consists of:
 - a. 18 (eighteen) members of the Senate with the conditions:
 1. Chairman and Secretary of the Senate; and
 2. 2 (two) Senate members represent the faculty lecturers.
 - b. 19 (nineteen) representatives of the rector's organs with the conditions:
 1. Rector and Vice-Rector;
 2. Dean and Postgraduate Director;
 3. Chairman of the Institution; and
 4. Head of Bureau.
 - c. 1 (one) representative of the Internal Supervision Unit; and
 - d. 1 (one) representative of the Advisory Council.
- (4) Decision making on changes to the UNP Statute is based on the conference, and if it cannot be reached, decision making is done through a vote.
- (5) Amendments to the UNP Statute that have been approved in the meeting, as stated in verse (1), are submitted to the Minister for approval.

CHAPTER XVI

TRANSITIONAL CONDITIONS

Article 97

- (1) At the time of this, Minister's Regulation shall come into force, and the existing Senate shall continue his duties until the new Senate's formation following this Minister Regulation.
- (2) All academic and non-academic activities are still running until adjusted to this Minister Regulation.
- (3) As stated in verse (1), adjustments are made no later than 6 (six) months from the promulgation of this Minister Regulation.

CHAPTER XVII
CLOSING CONDITIONS

Article 98

This Minister Regulation shall come into effect on the date of promulgation.

For everyone cognizance, this Minister Regulation shall be promulgated by placement in the State Gazette of the Republic of Indonesia.

Enacted in Jakarta
on October 12, 2016

MINISTER OF RESEARCH, TECHNOLOGY, AND HIGHER EDUCATION OF
THE REPUBLIC OF INDONESIA,

sgd.

MOHAMAD NASIR

Promulgated in Jakarta
on October 18, 2016

DIRECTOR GENERAL OF LAWS AND REGULATIONS
THE MINISTRY OF LAW AND HUMAN RIGHTS OF
THE REPUBLIC OF INDONESIA,

sgd

WIDODO EKATJAHJANA

OFFICIAL GAZETTE OF THE REPUBLIC OF INDONESIA YEAR 2016 NUMBER
1541

A true copy of the original
Head of the Law Bureau and Organization
The Ministry of Research, Technology, and Higher Education,

sgd

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