

STATUTE OF THE GERMAN-MONGOLIAN INSTITUTE FOR RESOURCES AND TECHNOLOGY

1. General Provisions

1.1. This Statute shall serve as basic code of governance of the German-Mongolian Institute for Resources and Technology (hereinafter referred to as “GMIT”), founded by the government of Mongolia, and established upon the mutual agreement by the President of Mongolia and the Chancellor of the Federal Republic of Germany (hereinafter referred to as Germany), “Joint Statement” by the Ministry of Education and Science of Mongolia and the Federal Ministry of Economic Cooperation and Development, and the “Memorandum of Understanding” signed between the Ministry of Education and Science of Mongolia and the GIZ (Gesellschaft für Internationale Zusammenarbeit).

1.2. GMIT’s operations shall comply with applicable provisions of Mongolian and German legislation as framed within the “Joint Statement” and “Memorandum of Understanding” set forth in clause 1.1 of this Statute and other relevant documentations.

1.3. GMIT is a Mongolian state-owned university for scientific teaching and research. It shall be a legal entity with institutional autonomy providing a model for the Mongolian higher education sector.

1.4. GMIT shall follow the principles of the "Magna Charta Universitatum", signed by universities from many countries worldwide, including Germany. These principles comprise academic freedom, unity of teaching and research, and institutional autonomy.

1.5. The official name of GMIT is:

1.5.1. In Mongolian: Монгол-Германы ашигт малтмал, технологийн дээд сургууль (МГТДС)

1.5.2. In German: Deutsch-Mongolische Hochschule für Rohstoffe und Technologie (DMHT)

1.5.3. In English: German-Mongolian Institute for Resources and Technology (GMIT).

1.6. The main language of instruction at GMIT is English. English and Mongolian shall serve as languages of operations.

1.7. GMIT shall have its own official letterhead and stamp, both with an official logo characterizing the specifics of the Institute.

1.8. GMIT's Board of Governors shall approve the designs of the letterhead and logo of the Institute.

1.9. GMIT shall have its own Mongolian national and foreign currency accounts to be used for bank transactions.

2. Mission, vision and core values

2.1. Vision:

GMIT strives to become a leading university of technology in Mongolia and the Asian region, thus defining the highest standards in education, research and innovation.

2.2. Mission:

GMIT is committed to serving Mongolia by educating highly qualified, socially responsible, internationally recognized technology experts and by advancing research and innovation for the benefit of society. It is guided by German excellence in science and technology and has a firm grounding in Mongolia's culture and heritage. Teaching and research are characterized by strong practice-orientation and dedication to foster creative, critical thinking.

2.3. Core Values:

GMIT is committed to the principles of ethics in all of its activities. It promotes diversity. Especially, it actively advances gender equality and welcomes students, employees and guests from all national, ethnic, cultural, and religious backgrounds, regardless of their sexual orientation.

Staff and students are dedicated to a quality culture and pledge themselves to the idea of excellence in learning, teaching and research.

GMIT deepens academic and cultural exchange between Mongolia and Germany, thereby encouraging any activities enhancing tolerance and mutual understanding.

3. Governance

3.1. The **Board of Governors** is the highest decision-making body of GMIT.

3.2. GMIT has a Rectorate, an Academic Senate, Faculty Council(s), and a Students' Council.

3.3. This Statute shall define the responsibilities and the composition of the Board of Governors, Rectorate, Academic Senate, Faculty Council(s), and Students' Council of GMIT.

3.4. The Board of Governors shall have the following responsibilities as defined by the Law on Education and delegated by the Cabinet member in charge of education:

3.4.1. To ensure that the Vision, Mission and Values laid down in chapter 2 of this Statute are reflected in the policies, detailed planning and institutional activities of the University;

3.4.2. To approve and amend this Statute;

3.4.3 To approve GMIT's development strategy and policies, as well as its long- and medium-term operational planning;

3.4.4. To decide on GMIT's overall organizational structure;

3.4.5. To approve GMIT's annual global budget;

3.4.6. To define rules on the establishment, administration and use of GMIT's Development Fund;

3.4.7. To determine the tuition and dormitory fee;

3.4.8. To approve the terms of reference of the Rector and Vice Rectors

3.4.9. To establish a Finding and Selection Committee to conduct the selection process of the Rector and Vice Rector in charge of Finance and Administration;

3.4.10. To decide upon the appointment and dismissal of the Rector in consensus with the Academic Senate. The subsequent decision is then to be implemented by the Cabinet member of the Mongolian Government in charge of education.

3.4.11. To appoint and dismiss the Vice Rectors; in case of the Vice Rector(s) in charge of teaching, studies, and research in consensus with the Academic Senate;

3.4.12. To conclude contracts with the Rector and Vice Rectors, monitor the implementation of the contracts, and evaluate the incumbents' performance on the basis of the contracts;

3.4.13. To approve GMIT's Annual Report.

3.5. The Board of Governors shall consist of 13 members with voting right and encompass university members as well as non-university members. Every member has one equal vote. In case of equality of votes, the chairman's vote decides. The Board of Governors shall consist of:

3.5.1. Four members appointed by the Mongolian Government entity in charge of education

3.5.2. Three members appointed by the Government of the Federal Republic of Germany

3.5.3. Three members appointed by the Rectorate

3.5.4. Three members appointed by the Academic Senate

3.6. The members of the Rectorate shall be non-voting members of the Board of Governors.

3.7. Those members of the Board of Governors appointed according to 3.5.1. shall be approved by the Cabinet Member of the Mongolian Government in charge of education.

3.8. Those members of the Board of Governors appointed according to 3.5.2. shall be nominated and approved by the entity of the German Government responsible for GMIT.

3.9. The appointment of the members of the Board of Governors as defined in 3.5.3. and 3.5.4. shall be discussed and decided upon during a meeting of the body in question. The decision shall be documented in the form of official minutes.

3.10. The Chairman of the Board of Governors shall be elected by single majority of votes.

3.11 The Board of Governors usually operates by means of meetings. The results of the meetings are issued as minutes and resolutions.

3.12. The Board of Governors shall approve its terms of reference, its meeting rules, and other relevant legislative documents.

3.13. The Board may decide to establish permanent or temporary committees and working groups to take over assigned tasks.

3.14. The Board of Governors shall have its own letterhead and use GMIT's stamp.

3.15. The **Rectorate** manages the University and its operation. It discusses and decides on all matters related to GMIT's academic, administrative and financial development, for which it is authorized by this Statute or the Board of Governors.

3.16. The core responsibilities of the Rectorate are as follows:

3.16.1. To develop GMIT's development strategy and policies, as well as its long- and medium-term operational planning in the fields of teaching and research, administration, and finance. The Rectorate shall seek approval of the corresponding documents by the Board of Governors and, upon approval, is responsible for their implementation;

3.16.2. To ensure that teaching and learning at GMIT adheres to the standards and rules as defined in the European Higher Education Area, and that research and development are committed to high quality;

3.16.3. To set up GMIT's annual global budget, and upon approval by the Board of Governors, allocate the budget and monitor expenditures;

3.16.4. To ratify internally applicable rules and regulations, and ensure their compliance;

3.16.5. To prepare and submit proposals on GMIT's structure and organization for review by the Board of Governors, and implement the decision taken by the Board;

3.16.6. To approve annual action plans and assess annual reports provided by GMIT's organizational units, and to present a consolidated Annual Report to the Board of Governors;

3.16.7. To ratify rules and implement procedures in order to assess, evaluate, and stimulate the performance of GMIT staff, and to adopt and implement plans for advancing human capacity development;

3.16.8. To determine the salaries and bonuses GMIT staff in accordance with the University's salary structure approved by the Board of Governors, and to develop and implement social security program(s) for the employees of GMIT;

3.16.9. To approve and enforce the terms of reference of all GMIT staff. The terms of reference shall include the duties, rights and responsibilities of the staff members.

3.16.10. To approve and organize selection procedures for GMIT staff in accordance with the University's Recruitment Policy, as ratified by the Board of Governors;

3.16.11. To decide on the employment and dismissal of GMIT staff;

3.16.12. To approve and enforce rules and regulations related to the admission and education of students;

3.16.13. To take on other rights and responsibilities as defined by law.

3.17. The Rectorate shall consist of the Rector and Vice Rectors. The Rector shall be the chairman of the Rectorate. Each member has one equal vote. In case of equality of votes, the Chairman's vote decides. In all financial decisions, the Vice Rector in charge of Finance and Administration has a right to veto.

3.18. The Rectorate usually operates by means of meetings. It shall approve its meeting rules. The results of the meetings are to be documented in minutes. Decisions taken by the Rectorate shall be issued as Rector's decrees.

3.19. The **Academic Senate** is the highest academic body of the University. It directs the academic work of GMIT in both teaching and research. It protects academic freedom and good academic practice.

3.20. The core responsibilities of the Academic Senate are as follows:

3.20.1. To develop rules and policies related to academic matters; and review their implementation;

3.20.2. To approve new and make amendments to existing degree programs in consensus with the Rectorate;

3.20.3. To define and approve the entry requirements for students as well as degree requirements, including honorary degrees;

3.20.4. To confirm Selection Committees for all Professor positions as suggested by the respective faculty;

3.20.5. To take part in the selection and dismissal process of the Rector and the Vice Rector for Academic Affairs;

3.20.6. To advise the Rectorate on development of academic infrastructure and the planning of the annual global budget;

3.20.7. To comment on the consolidated Annual Report delivered by the Rectorate.

3.21. The Academic Senate of GMIT shall consist of the Rector, the Vice Rector of Academic Affairs, Deans, all professors and academic staff at post-doctoral level, one elected member representing the group of senior lecturers, lecturers and researchers, Head of the Department in charge of Admission and Student Affairs, President of the Student Council, and the Diversity Liaison Officer. Each member has one equal vote. In case of equality of votes, the Chairman's vote decides.

3.22. The Academic Senate is chaired by the Rector.

3.23. The Academic Senate usually operates by means of meetings. It shall approve its meeting rules. The results of the meetings are to be documented in minutes.

3.24. The **Faculty Council** is the governing body of a faculty. It protects academic freedom and good academic practice within the faculty.

3.25. The core responsibilities of the Faculty Council are as follows:

3.25.1. To monitor the study programs offered by the faculty with respect to the quality of teaching, their appropriateness for the labour market and the needs of the society;

3.25.2 To decide on new and make amendments to existing degree programs offered by the faculty; and to pass on the decision to the Academic Senate for approval;

3.25.3. To organize selection process for the faculty's academic staff in accordance with GMIT's Recruitment Policy;

3.25.4. To discuss and the assess the faculty's performance in teaching and research;

3.25.5. To decide on the faculty's annual action plan and to discuss and agree on the faculty's annual report;

3.25.6. To approve the suggested annual budget of the faculty;

3.25.7. To advise the Rectorate in matters of medium- and long-term planning, preparation of the annual budget, and personnel development with regard to the Faculty members.

3.26. The Faculty Council shall consist of the Dean, all academic staff of the respective faculty, one student representative from the faculty student body and one administration representative. Each member has one equal vote. In case of equality of votes, the Chairman's vote decides.

3.27. The Faculty Council is chaired by the Dean of the respective faculty. The Dean is elected by the members of the Faculty Board from amongst the group of professors of the faculty with a simple majority and to be approved by the Rectorate.

3.28. The Faculty Council usually operates by means of meetings. It shall decide on its meeting rules to be agreed upon by the Rectorate. The results of the meetings are to be documented in minutes.

3.29. The **Student Council** is the students' self-governing body and represents the students within and outside the university.

3.30. The members of the Student Council are elected by and from among all GMIT students. The Student Council comprises at least 5 members, representing every study program including the Basic Engineering Program. The election shall be organized by the department in charge of student affairs.

3.31. The Student Council is chaired by the President, who shall be elected by single majority from amongst its members. The President of the Student Council represents the student body in the Academic Senate.

3.32. Each member has one equal vote. In case of equality of votes, the President's vote decides.

3.33. The Student Council meets regularly with the Rectorate to discuss topics of mutual interest. These topics include curricula, study and exam rules, quality assurance, campus and social services, fee payment rules, and requests for support of university-endorsed extra-curricular activities.

3.34. In the Department in charge of student affairs, one employee shall be assigned to support the Student Council and its work.

3.35. The Student Council shall decide on its statute to be agreed upon by the Rectorate.

3.36. The Student Council usually operates by means of meetings. It shall approve its meeting rules. The results of the meetings are to be documented in minutes.

4. Structure and Organization

4.1. As basic organizational units, GMIT shall establish faculties and departments. Furthermore, it may also establish centers, laboratories, libraries, etc. As defined 3.4.4. of this Statute, the Board of Governors decides on the overall structure of the University.

4.2. The **Rector** shall represent GMIT internally and externally. The term of the Rector is five years. The Rector can be re-appointed once.

4.3. The core responsibilities of the Rector are as follows:

4.3.1. To manage the resources of GMIT in order to reach the goals given by the University's Vision and Mission;

4.3.2. To provide effective leadership in compliance with the Magna Charta Universitatum;

4.3.3. To ensure that the University is acting according to this Statute and the additional regulatory framework;

4.3.4. To initiate and supervise the development of policies, rules, manuals and other relevant documents for managing the University;

4.3.5. To initiate and supervise quality assurance processes;

4.3.6. To conclude employment contracts with academic staff;

4.3.7. Within his/her competencies to conclude contracts and agreements with both national and international educational and academic institutions as well as other legal entities.

4.4. Within his/her competencies, the Rector shall issue formal decrees.

4.5. GMIT shall have a **Vice Rector in charge of academic affairs**, who manages the education and research process at the University. The Vice Rector in charge of Academic Affairs is to be appointed from among the group of GMIT professors. The term of the Vice Rector in charge of Academic Affairs is two years. He/she can be re-appointed.

4.6. The core responsibilities of the Vice Rector in charge of academic affairs are as follows:

4.6.1. To implement education and research policies and regulations in due consideration of the Magna Charta Universitatum;

4.6.2. To plan and coordinate academic staffing for the programs offered; and to plan and supervise the academic calendar;

- 4.6.3. To ensure the quality management of teaching and research at GMIT;
- 4.6.4. To introduce and develop teaching contents, methods and didactics adhering to European standards in agreement with the Academic Senate;
- 4.6.5. To develop an environment that is conducive to research within GMIT and to cooperation with partners from other universities, industry and government;
- 4.6.6. To prepare the fraction of the annual global budget which is required to finance the academic activities of GMIT.
- 4.7. The Vice Rector in charge of academic affairs acts on behalf of the Rector in case of absence of the Rector.
- 4.8. GMIT shall have a **Vice Rector in charge of finance and administration**, who manages all financial matters and administrative processes of the University. The term of the Vice Rector in charge of finance and administration is five years. He/She can be re-appointed.
- 4.9. The core responsibilities of the Vice Rector in charge of finance and administration are as follows:
- 4.9.1. To develop financial and administrative policies and regulations of GMIT and supervise their implementation in accordance with this Statute and applicable legislation;
- 4.9.2. To develop, promote, and monitor a culture of efficient, result- and customer-oriented corporate services;
- 4.9.3. To prepare the annual global budget, and to develop and implement plans to increase GMIT's financial resources;
- 4.9.4. To report, together with the Rector, on budget issues to the Board of Governors;
- 4.9.5. To manage the maintenance and development of GMIT's campus infrastructure;
- 4.9.6. To plan and coordinate administrative and technical staffing;
- 4.9.7. To conclude employment contracts with administrative and technical staff.
- 4.10. In line GMIT's organizational structure, the Board of Governors can appoint additional Vice Rectors and/or change responsibilities of Vice Rectors.
- 4.11. The **Dean** manages a faculty and its operation. The term of the Dean is two years; re-election is possible.
- 4.12. The Dean shall report to the Rectorate. The core responsibilities of the Dean are as follows:

4.12.1. To provide leadership in defining and implementing the strategic and academic goals of the faculty in due consideration of the overall development strategy and policies of GMIT;

4.12.2. To monitor the activities of the faculty regarding ethical principles of academic work;

4.12.3. To perform an annual assessment of the quality of teaching, research, and consultancy within the faculty, and to foster quality development in these fields;

4.12.4. To organize the study and exam process within the faculty;

4.12.5. To decide on the use of financial and human resources of the faculty;

4.12.6. To prepare and monitor the annual budget and action plan of the faculty;

4.12.7. To identify and exploit new opportunities for knowledge transfer in order to generate additional income sources and new areas of research

4.12.8. To prepare and implement resolutions by the Faculty Council.

4.13. The **Head of (Academic) Department** manages an academic department and its operation. The Head of the Department shall be elected by the academic staff of the respective department from amongst the group of professors of the department with a simple majority, and approved by the Dean. The term of the Head of Department is two years. Re-election is possible.

4.14. The Head of Department shall report to the Dean of the respective faculty. The core responsibilities of the Head of Department are as follows:

4.14.1. To provide academic leadership of the department which includes responsibility for the management and quality of the department's teaching, research, and student support services;

4.14.2. To monitor the activities of the department regarding ethical principles of academic work;

4.14.3. To support the creation of a quality culture within the department;

4.14.4. To organize the study and exam process within the department;

4.14.5. To decide on the use of financial and human resources of the department;

4.14.6. To prepare and monitor the annual budget and action plan of the department.

4.15. The terms of reference for the heads of all other organizational units at GMIT shall be approved by the Rectorate.

5. Finance and Budget

5.1. The budget of GMIT shall comprise:

- 5.1.1. Regular basic funding by the Mongolian state budget for GMIT;
- 5.1.2. Research funds from public and private sources;
- 5.1.3. Tuition fees;
- 5.1.4. Revenues from contracts, services and other economic activities;
- 5.1.5. Donations from foreign and domestic entities, organizations and citizens;
- 5.1.6. Loans;
- 5.1.7. Other resources.

5.2. The budget of GMIT constitutes a global budget, and its internal distribution and use is on the discretion of the University in compliance with the annual global budget approved by the Board of Governors.

5.3. In compliance with existing legislation, GMIT may conduct economic activities in order to increase its financial resources and to foster social security of staff and students.

5.4. GMIT is allowed to have its own Development Fund. The Rectorate shall decide on how to raise and spend the financial resources of the fund in compliance with relevant rules.

5.5. All financial activities are subject to continuous internal monitoring and annual external auditing. The University publishes a financial report on an annual basis. The external audit report is published as well.

6. Staff and Students

6.1. GMIT staff includes academic, administrative, and technical staff. All GMIT staff shall be selected and employed in accordance with GMIT's Recruitment Policy.

6.2. Expectations regarding professional performance are specified in the individual working contract and vary according to the individual job description. Issues of further education, professional training, and improvement of social security may also be integrated in the individual working contract.

6.3. All GMIT staff shall perform their professional duties following ethic principles and abiding by law and internal rules of the University. They shall perform their duties professionally, with high quality, thereby demonstrating creativity and effectiveness.

6.4. Academic staff at GMIT shall include:

- Full Professor (Ph.D.);

- Associate Professor (Ph.D.);
- Assistant Professor (Ph.D.);
- Senior Researcher (Ph.D.);
- Senior Lecturer (Master);
- Researcher (Master);
- Lecturer (Master);
- Research Assistant (Bachelor);
- Teaching Assistant (Bachelor).

6.5. Academic staff shall have the rights and responsibilities as stated in the Mongolian Laws on Education, Higher Education and Science & Technology.

6.6. The Selection Committees for professor positions shall include at least one representative from a German partner university of GMIT. The representative(s) from a German partner university in the Selection Committee and the Rector of GMIT have the right to veto against the employment of a selected candidate.

6.7. Each member of GMIT's academic staff belongs to an Academic Department and reports to the corresponding Head of Department.

6.8. All academic staff except for research and teaching assistants shall have the right to freely pursue their teaching and research activities in accordance with their individual job description.

6.9. All academic staff except for research and teaching assistants are entitled to apply for third-party funded research project in accordance with the University's Vision, Mission and Values. In case of success, they can set up and develop their own project team.

6.10. Issues regarding employer-employee relationship shall be settled under provisions outlined in Mongolian Labor Law.

6.11. GMIT students at GMIT shall have the rights and responsibilities as stated in the Mongolian Laws on Education and Higher Education.

6.12. GMIT students shall follow ethic principles and abide by law and internal rules of the University.

7. Monitoring and Liability

7.1. GMIT shall have staff responsible for continuous internal monitoring.

7.2. The rules for internal monitoring shall be approved by the Board of Governors according relevant laws and regulations.

7.3. The staff in charge of internal monitoring shall operate in accordance with relevant laws and regulations and the rules as defined in 7.2. of this Statute. They shall report to the Board of Governors.

7.4. Liability charges upon GMIT activities and/or employees shall be regulated by relevant Mongolian laws and regulations.

8. Interim Regulations

8.1. Unless the above mentioned governing bodies, organizational units and positions of GMIT are established and operative to their full extent, the respective provisions do not apply.

8.2. The GIZ program director shall be part of the Rectorate in advisory capacity.

8.3. A German academic sent by DAAD and working at the University shall advise the Rectorate in teaching- and research-related issues.

8.4. The Academic Senate shall consist of the Rector, the Vice Rector in charge of academic affairs, all academic staff above assistant level, Head of the department in charge of admission and student affairs, President of the Student Council, and the Diversity Liaison Officer.

9. Amendments to the Statute

9.1. Amendments to the Statute of GMIT can be proposed by the Board of Governors, the Rectorate or Academic Senate with single majority of votes.

9.2. The bodies enumerated in 9.1. shall submit their proposals for amendment of this Statute to the Chairman of the Board of Governor in written form.

9.3. The decision to amend this Statute can only be taken by an at least two-thirds majority of votes of the Board of Governors after consultation of the Academic Senate.

10. Implementation

10.1. This Statute shall come into effect upon approval by the Founding Committee of GMIT.