

KAIST Undergraduate Student Council Constitution

Preamble	
Chapter 1. General Provisions	1~12
Chapter 2. Legislative Board	
Section 1. Common Provisions	13~16
Section 2. General Students' Assembly	17~25
Section 3. General Student Vote	26~33
Section 4. General Student Representative Conference	34~50
Section 5. Central Operative Committee	51~65
Chapter 3. Executive Board	
Section 1. Common Provisions	66~67
Section 2. Undergraduate Student Council Presidency	68~75
Section 3. Central Executive Committee	76~81
Section 4. Emergency Response Committee	82~86
Section 5. Standing Committee	87~96
Chapter 4. Autonomous Board	
Section 1. Common Provisions	97~103
Section 2. Undergraduate / Department Student Council	104~105
Section 3. Freshmen Student Council	106~108
Section 4. Undergraduate Student Clubs Union	109~112
Chapter 5. Specialized Board	
Section 1. Common Provisions	113~120
Section 2. Auditing Committee	121~126
Section 3. Cultural Autonomous Committee	127~130
Section 4. Communication Globalization Committee	131~135
Section 5. Student & Minority Human Rights Committee	136~140
Chapter 6. Special Board	141~151
Chapter 7. Election	152~159
Chapter 8. Finance	
Section 1. Common Provisions	160~164
Section 2. Finance / Deliberation	165~170
Section 3. Substratum Board Accounting	171~176
Section 4. Encouragement Fees	177~180
Section 5. Cultural Autonomous Funds	181~184
Chapter 9. Constitution Bylaws & Regulations	
Section 1. Amendments of the Constitution	185~189
Section 2. Bylaws & Regulations	190~191
Section 3. Interpretation and Rulebook	192~193
Addendum	

Preamble

Based on its founding spirits truth, creativity, and inquiry, the fundamentals ideas of the Undergraduate Student Council of KAIST, a university specializing in science and technology, are to foster the traits expected of progressive intellectuals as well as realize the autonomous, independent advancement in science and technology of this land as patriotic scientists and engineers. Since the establishment of this institution in 1986 with the purpose of cultivating leaders in the fields of science and technology, this mindset of a member of a university specializing in science and technology has been crucial in providing a population of patriotic scientists and engineers who will be play a central part of science and technology of Korea. It is of utmost importance that all members of our university specializing in science and technology to focus their efforts in their respective fields and progressive ideology consciousness for the construction of a standalone economy through the establishment of scientific technology of the Korean people. To concentrate the practical will of the members of our university specializing in science and technology in the fields of Daeduk, we the students of KAIST, on November 16th, 1993, proclaim the enactment of the Constitution of KAIST including the preamble.

Chapter 1. General Provisions

Article 1 (Title) The full title of the Council is KAIST Undergraduate Student Council.

Article 2 (Purpose) The purpose of the Council is to realize autonomy within the campus through democracy, achieve intellectual understanding and demands of the members of this campus through active participation in all aspects of society, and attain what is written in the KAIST Student Declaration.

Article 3 (Member) (1) A member of the Council is limited to undergraduate students enrolled at KAIST.

(2) A regular member of the Council is a member who has fulfilled their duty to pay the student fee.

(3) An associate member of the Council is a member who has not fulfilled their duty to pay the student fee.

(4) Persons that have unjustly lost membership status in the course of exerting their rights and/or carrying out their duties as a member can be approved as a member after the matter is resolved in the Central Operative Committee.

Article 4 (Rights and Duties of a Member) (1) A member of the Council is guaranteed all rights as a human being, and will not be discriminated for any reason due to their gender, sexual orientation, race, ideology, religion, disability, illness, etc.

(2) A member of the Council has the right to learning and this cannot be infringed upon, and also has the right to independently pursuit learning of what one desires to learn.

(3) A member of the Council has the freedom of assembly and association, and the Council must strive to guarantee space for assembly and/or association is provided to those who require it.

- (4) A regular member of the Council has the right to participate in all autonomous activities of the Council.
- (5) A regular member of the Council, and an associate member of the Council currently attending KAIST have the right to vote as provided in the Constitution.
- (6) A regular member of the Council is eligible for election as provided in the Constitution.
- (7) A member of the Council has the right to express one's opinion regarding how the Council is operating, as well as the right to receive reports of its activities.
- (8) A member of the Council has the right to freely peruse necessary information regarding the Council.
- (9) A member of the Council has the right and duty to resist against infringements to the autonomy of the Council.
- (10) A member of the Council has the duty to pay the student fee.
- (11) A member of the Council has the duty to oblige the Constitution.
- (12) The Council and each Board must guarantee the rights stated above, and has the duty to actively take action and resolve the situation when a right has been infringed upon.

Article 5 (Disciplinary Action) When a member or a Board commits an action against the purpose of the Council and/or infringes on right(s) the Council guarantees, the Council may take disciplinary action against that member or Board through proper procedures.

Article 6 (Relationship with the University) (1) The Council holds an independent and autonomous status with regard to the university.

- (2) When it is deemed necessary to discuss or negotiate with the university for Council-related purposes, each Board may do so through proper procedures
- (3) The Council may state its opinion that represents the members of the Council and participate actively in major decision-making concerning the university.
- (4) The authority of the Student Constitution lies only within democratic concurrence between members of the Council, and the power of amendment and approval lies only to the members of the Council.

Article 7 (Organization) The Council is organized into the following: Legislative Board, Executive Board, Autonomous Board, Specialized Board, and Special Board (subordinate boards listed below).

1. Legislative Board: Students' Assembly, General Student Vote, General Student Representative Conference, Central Operative Committee
2. Executive Board: Undergraduate Student Council Presidency, Central Executive Committee, Standing Committee
3. Autonomous Board: Department Student Council, Freshmen Student Council, Undergraduate Student Clubs Union
4. Specialized Board: Auditing Committee, Culture Autonomous Committee, Communication Globalization Committee, Student & Minority Human Rights Committee
5. Special Board

Article 8 (Representative) (1) The Undergraduate Student Council Presidency, delegates of the General Student Representative Conference, and members of the Central Operative Committee are representatives of the Council that have been delegated the voting rights of the members of the council as provided in the Constitution.

(2) A representative of the Council must perform one's duty responsibly for a democratic and efficient management of the Council.

Article 9 (Prohibition of Concurrent Offices) (1) A member of the Council cannot hold more than one position of the following:

1. Undergraduate Student Council Presidency
2. Chairman of the Central Executive Committee, or the head of a Bureau under the Central Executive Committee
3. Chairman of a Standing Committee
4. Department Student Council President(Presidency)
5. Freshman Student Council Presidency
6. Undergraduate Student Clubs Union Presidency

(2) When a member holds two or more positions in the list above, it is deemed that the member holds only the last position he or she has taken and is considered dismissed for the remaining positions held.

Article 10 (Creation/Collection/Preservation of Records) (1) To ensure accuracy and promptness, as well as to clarify responsibility, the secretariat affairs and actions of representatives must be recorded and these records preserved.

(2) The Council must strive to consistently and systematically maintain records.

(3) After creating and collecting records, they cannot be modified, damaged, or destroyed without discretion.

(4) Other specifics regarding the creation, collection, and preservation of records can be found in the Affairs Administration Bylaws.

Article 11 (Release of Information) (1) Each Board of the Council and its chairman must strive to release records that the Council has created and collected so that a member of the Council can easily access and utilize them.

(2) A member of the Council, as well as anyone who wishes to utilize the records for academic purposes and/or public interests has access to all the records of the Council, and can access and/or utilize them through a request for the release of records to records management.

(3) Each Subordinate Board of the Council cannot refuse a request for the release of records from a member of the Council, as well as anyone who wishes to utilize the records for academic purposes and/or public interests, unless the following is applicable, in which after the resolution of the Central Operative Committee only a partial amount of the records can be released.

1. When a non-member of the Council requests for the release of records
2. When there is genuine concern for leakage of personal information
3. When there is genuine concern for possible damages to the operation of the Council or each Board if the contents of a contract are released

(4) Other specifics regarding the procedures of a request for the release of records can be found in the Affairs Administration Bylaws.

Article 12 (Protection of Personal Information) (1) The Council has the duty to protect the personal information of members of the Council.

(2) For the Council to collect, take a look at, and utilize personal information of a member, it has to either obtain prior consent of the concerned or have a justifiable purpose with a clear basis.

Chapter 2. Legislative Board

Section 1. Common Provisions

Article 13 (Decision-making) The making of decisions regarding all parts of operating the Council will be through the Legislative Board designated by the Constitution.

Article 14 (Rank) (1) The Legislative Board is consisted of the Students' Assembly, General Student Representative Conference, and the Central Operative Committee, with authority in descending order.

(2) The decision-making of a higher authority of the Legislative Board is superior to the decision-making of a lower authority of the Legislative Board.

(3) A matter that can be decided in a lower authority of the Legislative Board can also be decided in a higher authority of the Legislative Board.

Article 15 (Chairman) (1) The chairman of the Legislative Board of the Council shall be the President of the Undergraduate Student Council, in principle.

(2) The chairman represents the Legislative Board, organizes the various ideas, brings order, and oversees affairs.

(3) The chairman must progress conferences fairly for the democratic operation of the Legislative Board.

Article 16 (Bylaws) Other specifics regarding the operation of the Legislative Board are stated in the Legislative Board Operation Bylaws.

Section 2. General Students' Assembly

Article 17 (Authority) The Students' Assembly is the highest Legislative Board of the Council.

Article 18 (Organization) The Students' Assembly is composed of all members of the Council.

Article 19 (Formality) The Students' Assembly will be held with the members sitting in rows.

Article 20 (Type) The Students' Assembly is either a General Students' Assembly or an Emergency Students' Assembly.

Article 21 (Authority) (1) The General Students' Assembly resolves on important matters concerning the all members of the Council as well as the existence of the Council itself.

(2) The Emergency Students' Assembly resolves on important matter that require immediate decision-making.

(3) The Students' Assembly cannot resolve for an impeachment motion of the Undergraduate Student Council Presidency.

Article 22 (Chairman) (1) The chairman of the Students' Assembly is the President of the Undergraduate Student Council, and in the case the President is not available, the Vice President of the Undergraduate Student Council replaces him/her as chairman.

(2) If both the President and Vice President are not available, a member of the Central Operative Committee approved by the General Student Representative Conference will take the position of chairman, and receive re-approval from the Students' Assembly after the beginning of the session.

Article 23 (Convention) (1) The chairman calls for the convention of the General Students' Assembly when one of the following sub-paragraphs are applicable.

1. Request convention when over two-thirds of delegates present at the General Student Representative Conference vote in favor of a resolution.

2. Request convention when over half of the delegates present at the General Student Representative Conference sign a joint signature.

3. Request convention when over one-tenth of members of the Council sign a joint signature.

(2) The chairman calls for the convention of the Emergency Students' Assembly when one of the following sub-paragraphs are applicable. If the request for such a convention infracts any of the prerequisite required, the General Student Representative Conference can resolve to alter or revoke the aforementioned convention.

1. Request convention when over two-thirds of delegates present at the Central Operative Committee vote in favor of a resolution.

2. Request convention when the General Student Representative Conference requests an Emergency Students' Assembly.

3. Request convention when over one-third of delegates present at the General Student Representative Conference sign a joint signature.

4. Request convention when over one-twentieth of members of the Council sign a joint signature.

(3) For the General Students' Assembly, the chairman must announce to the public the convention of the assembly 10 days before the opening. For the Emergency Students' Assembly, the chairman must announce to the public the convention of the assembly 1 day before the opening.

Article 24 (Quorum for Proceedings/Resolution) (1) The General Students' Assembly will open when over one-third of members of the Council are present, and resolve on matters when over half of members of the Council are present, and over half of the members present vote in favor of a resolution.

(2) The Emergency Students' Assembly will open when over one-tenth of members of the Council are present, and resolve on matters when over one-eighth of members of the Council are present, and over half of the members present vote in favor of a resolution.

Article 25 (Announcement of Results) The chairman of the Students' Assembly must announce the results to the public within 5 days of the closing of the assembly.

Section 3. General Student Vote

Article 26 (Authority) The General Student Vote is part of the Legislative Board and can act as a substitute for the Students' Assembly, rendering all resolutions through the General Student Vote have equal footing as resolutions through the General Students' Assembly.

Article 27 (Voting Rights) Members of the Council who have voting rights have the right to vote in the General Student Vote.

Article 28 (Authority) The General Student Vote is held when one of the following sub-paragraphs are applicable.

1. Request vote when over two-thirds of delegates present at the General Student Representative Conference vote in favor of a resolution.

2. Request vote when over half of the delegates present at the General Student Representative Conference sign a joint signature.

3. Request vote when over one-tenth of members of the Council who have voting rights sign a joint signature.

4. Motion to impeach the President or Vice President of the Undergraduate Student Council.

5. Other important matter of the Council

Article 29 (Formality) The General Student Vote will be held with the members of the Council voting.

Article 30 (Implementation) (1) The General Student Vote is implemented by the chairman of the Students' Assembly after the decision of the General Student Representative

Conference for a vote. In the case of Sub-paragraph 4, Article 28, a member of the Central Operative Committee that is approved takes responsibility of implementing the vote.

(2) The chairman of the Students' Assembly must announce to the public 7 days before the implementation of the vote.

Article 31 (Requirements for Validity/Resolution) (1) The General Student Vote is valid when over half of the voters cast their vote, and resolve on a matter when over half of valid votes are in favor.

(2) To determine the validity of the vote, the calculation of the voter turnout will be done using the number of voters on the voting register. It will not be done so when the voting register is improperly filled out for illegal purposes.

Article 32 (Announcement of Results) After the end of the General Student Vote and all votes have been tallied, the Central Vote Management Committee will announce the voter turnout and results within 24 hours of tallying all the votes.

Article 33 (Policy Vote) (1) The Policy Vote resolves on matters regarding the decision and execution of policies concerning the Council and all members of the Council.

(2) The chairman of the Students' Assembly calls for a Policy Vote when the Central Operative Committee requests such a vote when one of the following sub-paragraphs are applicable.

1. Request vote when over half of the members of the Central Operative Committee sign a joint signature.

2. Request vote when over half of the delegates present at the General Student Representative Conference sign a joint signature.

3. Request vote when over one-twentieth of members of the Council who have voting rights sign a joint signature.

(3) When it is decided to hold the Policy Vote, the Central Operative Committee decides on a date to hold the vote without delay.

(4) In accordance with Article 29, the Policy Vote is deemed valid when over one-eighth of voters cast their vote, and resolve on a matter when over half of valid votes are in favor.

(5) After the end of the Policy Vote and all votes have been tallied, the chairman of the Students' Assembly will announce the voter turnout and results within 24 hours of tallying all the votes.

Section 4. General Student Representative Conference

Article 34 (Authority) (1) The General Student Representative Conference is a Legislative Board that has been delegated the authority of the General Students' Assembly, and is second only to the General Students' Assembly.

(2) A resolution of the General Student Representative Conference has the same effect as one of the General Students' Assembly.

Article 35 (Delegate) (1) The following are delegates to the General Student Representative Conference:

1. The Undergraduate Student Council Presidency
2. The Undergraduate Student Clubs Union Presidency
3. Each President of the Department Student Council, or if there is a Vice President, either one of the presidency
4. The Freshmen Student Council Presidency
5. Proportional Delegates of each Autonomous Board

(2) The term of a delegate starts from the end of the last year's ordinary session of the General Student Representative Conference, and ends when the successive delegate takes his or her term. Each delegate maintains his or her term until the term ends or is impeached. However, in the case of the Freshmen Student Council, autonomous regulations apply.

(3) Delegates of the General Student Representative Conference are representatives of their affiliated board, and is elected by the each board's members through their own autonomous regulations. If a board does not have such autonomous regulations or haven't agreed on them, delegates are elected through a universal, equal, direct, and secret election.

(4) The Central Executive Committee maintains the register of delegates at all times, and is made public.

Article 36 (Duties of a Delegate) (1) A delegate must abide by the Constitution.

(2) A delegate must collect the opinions of his or her affiliated group and state the opinion that best represents his or her group.

(3) A delegate must perform his or her duties with a matter of conscience, and diligently participate in the conference.

Article 37 (Chairman) The chairman of the General Student Representative Conference is the President of the Undergraduate Student Council, and in the case the President is not available, the Vice President of the Undergraduate Student Council replaces him/her as chairman. If both President and Vice President are not available or if an impeachment motion regarding the Presidency is tabled in, a member of the Central Operative Committee confirmed by the General Student Representative Conference will act as chairman.

Article 38 (Convention) (1) An ordinary session of the General Student Representative Conference is held at the beginning of each semester as well as the end of each year.

(2) The chairman calls for the convention of an extraordinary session of the General Student Representative Conference within 14 days when one of the following sub-paragraphs are applicable.

1. Request convention by the Central Operative Committee
2. Request convention when over one-third of members of the Central Operative Committee sign a joint signature.

3. Request convention when over one-fifth of members present in the General Student Representative Conference sign a joint signature.
4. Request convention when over one-fortieth of members of the Council with voting rights sign a joint signature.
5. An item has been delegated by the General Students' Assembly
6. Proposal to impeach the Undergraduate Student Council Presidency
7. Proposal to impeach a Standing Committee Presidency or a chairman of a Specialized Board
8. Revision of the Constitution or a proposal to legislate bylaws/regulations

(3) The chairman must announce to the public the convention of the conference 5 days before the opening. In the case of an extraordinary session, when over two-thirds of members of the Central Operative Committee are in favor to do so, the number of days to make public before the opening can be reduced.

(4) In the case of emergency matters not stated in Paragraph 2, the Central Operative Committee can vote for the convention of an extraordinary session of the General Student Representative Conference without a request of convention.

Article 39 (Task) The General Student Representative Conference deliberates and resolves on the following items.

1. Items proposed by the Central Operative Committee
2. Items proposed with a request for convention when over one-third of members of the Central Operative Committee sign a joint signature.
3. Items proposed with a request for convention when over one-fifth of members present in the General Student Representative Conference sign a joint signature.
4. Items proposed with a request for convention when over one-fortieth of members of the Council with voting rights sign a joint signature.
5. Items that have been delegated by the General Students' Assembly
6. Other items that requires the deliberation and resolution of the General Student Representative Conference

Article 40 (Regarding the General Students' Assembly/Vote) The General Student Representative Conference can call for the convention of the General Students' Assembly or call for a General Student Vote and propose items.

Article 41 (Regarding the Impeachment of the Undergraduate Student Council Presidency) The General Student Representative Conference can legislate on a motion to impeach of the Undergraduate Student Council Presidency or consider for a General Student Vote.

Article 42 (Regarding Decision-making/Execution) The General Student Representative Conference can change or cancel the decision-making or execution made by the Central Operative Committee, the Undergraduate Student Council Presidency, or any of the Executive, Autonomous, Specialized, or Special Boards.

Article 43 (Regarding Subordinate Boards) (1) The General Student Representative Conference will resolve on the confirmation or impeachment of a Standing Committee Presidency and chairman of Specialized Boards.

(2) The General Student Representative Conference will resolve on the confirmation, disciplinary action, expulsion, or merger of a Standing Committee, Specialized Board, or Special Board.

(3) The General Student Representative Conference can resolve on the cutback on budget of subordinate boards in reaction to the auditing report or translation report.

Article 44 (Regarding Disciplinary Action) (1) The General Student Representative Conference may call for disciplinary action when a member, a member of the Central Operative Committee, or a delegate of the General Student Representative Conference violates the Constitution, bylaw(s), or regulation(s).

(2) Disciplinary action for a member can be one of the following sub-paragraphs. For Sub-paragraphs 2 and 3, a period for the disciplinary action can be set.

1. Public warning and demand a written apology to be posted
2. Loss of eligibility for election
3. Loss of voting rights
4. Loss of right to participate in the Council's autonomous activities, according to Paragraph 4, Article 4.

(3) Disciplinary action for a member of the Central Operative Committee can be one of the following sub-paragraphs. For Sub-paragraphs 2 and 3, a period for the disciplinary action can be set.

1. A warning received at the General Student Representative Conference, and demand an apology
2. Suspension of attendance at the General Student Representative Conference
3. Suspension of title as a member of the Central Operative Committee

(4) Disciplinary action for a delegate of the General Student Representative Conference can be one of the following sub-paragraphs. For Sub-paragraphs 2 and 3, a period for the disciplinary action can be set.

1. A warning received at the General Student Representative Conference, and demand an apology
2. Suspension of attendance at the General Student Representative Conference

3. Suspension of title as a delegate (in case of a delegate who is also a member of the Central Operative Committee, suspension of that title as well)

(5) The Undergraduate Student Council Presidency cannot be subject to disciplinary action of Sub-paragraph 4 of Paragraph 2, Sub-paragraphs 2 and 3 of Paragraph 3, and Sub-paragraphs 2 and 3 of Paragraph 4.

(6) Before resolving disciplinary action, an investigative committee under the Central Operative Committee or a related Specialized Board must first report their findings regarding the person(s) to receive disciplinary action and the reason(s) behind it. Also, the defendant must have a proper chance to vindicate himself/herself.

Article 45 (Regarding Budget/Audit) (1) The General Student Representative Conference will deliberate and resolve on pre-deliberated budget and program proposals of the Council and subordinate boards of the Council.

(2) The General Student Representative Conference will deliberate and resolve on pre-deliberated final account and program reports of the Council and subordinate boards of the Council.

(3) The General Student Representative Conference will adopt the audit report of the Council and subordinate boards of the Council.

(4) The General Student Representative Conference can decide on the distribution of the Council's accounts as well as raise or lower the student fee.

Article 46 (Regarding the Constitution/Bylaws/Regulations/Rules) (1) The General Student Representative Conference can revise the Constitution.

(2) The General Student Representative Conference can legislate and repeal bylaws and regulations.

(3) The General Student Representative Conference can advise subordinate boards of the Council to revise their autonomous regulations if they go against the Constitution or bylaws.

(4) The General Student Representative Conference can propose the legislation, revision, and repealment of the KAIST Rule Book including school regulations.

Article 47 (Outside Matters) (1) The General Student Representative Conference can state the opinion that best represents the Council to the university authorities.

(2) The General Student Representative Conference will deliberate and resolve on the joining or leaving of a standing league that regards the Council. The Undergraduate Student Council Presidency will report the group activities of the league at each ordinary session of the General Student Representative Conference, and if the General Student Representative Conference judges the activities to be problematic, it can resolve on its change or cancellation.

(3) If a problem occurs where all members of the Council are named in a lawsuit to be filed, the General Student Representative Conference can entrust the Undergraduate Student Council Presidency or the Central Operative Committee with the right to file a lawsuit.

Article 48 (Quorum for Proceedings/Resolution) (1) The General Student Representative Conference will open when over one-half of the delegates are present, and resolve when over one-half of the present delegates are in favor.

(2) For the following sub-paragraphs, items will be resolved when over one-half of the delegates are present, and resolve when over two-thirds of the present delegates are in favor.

1. Regarding the dismissal of a Standing Committee Presidency or a chairman of a Specialized Board
2. Regarding the confirmation, expulsion, disciplinary action, or merger of a standing committee, Specialized Board, or Special Board
3. Regarding the raising or lowering of the student fee
4. Regarding the revision of the Constitution, the legislation or repealment of bylaws/regulations, or proposal to revise the KAIST Rule Book.

(3) For the following sub-paragraphs, items will be resolved when over two-thirds of the delegates are present, and resolve when over two-thirds of the present delegates are in favor.

1. Decision regarding the convention of the General Students' Assembly or the call for a General Student Vote
2. Regarding the impeachment of the Undergraduate Student Council Presidency

Article 49 (Letter Resolution) In the case of an emergency as stated in Paragraph 4, Article 38, the Central Operative Committee can resolve to proceed with a letter resolution when over two-thirds of the delegates are present, and resolve when over two-thirds of the present delegates are in favor.

Article 50 (Announcement of Results) The chairman must announce the results within 5 days of ending the conference.

Section 5. Central Operative Committee

Article 51 (Authority) The Central Operative Committee is a standing Legislative Board that has been delegated certain rights from the General Student Representative Conference for rapid and democratic decision-making across all matters of the Council.

Article 52 (Member of the Central Operative Committee) (1) Persons of the following sub-paragraphs are a member of the Central Operative Committee.

1. The Undergraduate Student Council Presidency
2. Each chairman of an Autonomous Board or one person of the presidency that is an ex-officio delegate of the General Student Representative Conference

(2) The term of a member of the Central Operative Committee starts from the end of the last year's ordinary session of the General Student Representative Conference, and ends when the successive member takes his or her term. Each delegate maintains his or her term until the term ends or is impeached. However, in the case of the Freshmen Student Council,

autonomous regulations apply.

(3) The Central Executive Committee maintains the roll of members at all times, and is made public.

Article 53 (Duties of a Member of the Central Operative Committee) (1) A member of the Central Operative Committee must abide by the Constitution.

(2) A member must collect the opinions of his or her affiliated group and state the opinion that best represents his or her group.

(3) A member must perform his or her duties with a matter of conscience, and diligently participate in the conference.

Article 54 (Chairman) The chairman of the Central Operative Committee is the President of the Undergraduate Student Council, and in the case the President is not available, the Vice President of the Undergraduate Student Council replaces him/her as chairman. If both President and Vice President are not available or if an impeachment motion regarding the Presidency is tabled in, a member of the Central Operative Committee will act as chairman.

Article 55 (Convention) (1) An ordinary session of the Central Operative Committee is held every month.

(2) The chairman calls for the convention of an extraordinary session of the Central Operative Committee when one of the following sub-paragraphs are applicable.

1. Request convention by the chairman
2. Request convention when over one-fifth of members of the Central Operative Committee sign a joint signature.
3. Request convention when over one-eightieth of members of the Council with voting rights sign a joint signature.
4. When an issue arises that requires immediate resolution

(3) If convention is due to Paragraph 2, the chairman must call for a convention within 7 days.

(4) The chairman must announce to the public the convention of the committee 3 days before the opening. This is exempt for convention due to Sub-paragraph 4, Paragraph 2.

Article 56 (Task) The Central Operative Committee deliberates and resolves on the following items.

1. Items proposed by a member of the Central Operative Committee
2. Items proposed by the Central Executive Committee
3. Items proposed with a request for convention when over one-eightieth of members of the Council with voting rights sign a joint signature.
4. Items that have been delegated by the General Student Representative Conference

5. Other items that requires the deliberation and resolution of the Central Operative Committee

Article 57 (Regarding Legislative Boards) (1) The Central Operative Committee can call for the convention of the General Student Representative Conference and propose items.
(2) The Central Operative Committee deliberates and decides upon the specifics of the convention of the General Students' Assembly and the General Student Representative Conference, as well as the implementation of the General Student Vote.
(3) The Central Operative Committee resolves on the implementation and date of a policy vote when a request has been made for one.

Article 58 (Regarding Executive Boards) (1) The Central Operative Committee resolves on the appointment of the chairman of the Central Executive Committee as well as each bureau and head of bureau of the Central Executive Committee.
(2) The Central Operative Committee receives periodic reports of ongoing programs of subordinate boards of the Council, including the Central Executive Committee, and revises them. However, to ensure swift action from the Undergraduate Student Council Presidency and the Central Executive Committee, they are allowed to deliberate first and report later for circumstances beyond control.
(3) The Central Operative Committee can change or cancel the decision-making or execution by the Undergraduate Student Council Presidency or Executive Board,

Article 59 (Regarding Election) (1) The Central Operative Committee decides on the election schedule of the Undergraduate Student Council Presidency and organizes the Central Election Committee.
(2) If a member of the Council files an objection regarding the results of the election, the Central Operative Committee can reevaluate and cancel the results if necessary, according to the Election Implementation Bylaws.

Article 60 (Regarding the Constitution/Bylaws/Regulations) (1) The Central Operative Committee can propose the revision of the Constitution or the legislation or repealment of bylaws or regulations to the General Student Representative Conference.
(2) The General Student Representative Conference can revise bylaws and regulations.

Article 61 (Outside Matters) (1) The Central Operative Committee can recommend a student representative member to represent the Council to the university authorities. However, if there is an ex-officio student representative member already prescribed, this takes precedent.
(2) The student representative member must report all activities as a member to the Central Operative Committee.
(3) The Central Operative Committee will deliberate and resolve temporary outside discussions and activities that regards the Council. If the President of the Undergraduate Student Council deems the matter to be urgent, he or she can receive approval of the Central Operative Committee after the discussion and/or activity has taken place.

Article 62 (Committee) (1) The Central Operative Committee can install committees directly under itself to serve the purposes of the Council for a specific period.

(2) The type of committees are as follows:

1. Special Affairs Committee: A committee to efficiently progress a matter deemed especially important
2. Investigation Committee: Comprised of members of the Central Operative Committee, a committee to give out disciplinary action or confirm facts and check information on matters regarding the Council
3. Preparation Committee: A committee to prepare the establishment of a board that is responsible for an ongoing program regarding the Council.

(3) Subordinate committees under the Central Operative Committee have the duty to report regularly to the Central Operative Committee.

(4) If a subordinate committee under the Central Operative Committee has fulfilled its task and does not require to exist anymore, the Central Operative Committee resolves to disband it.

Article 63 (Quorum for Proceedings/Resolution) The Central Operative Committee will resolve on items that do not have conditions attached when over one-half of the members are present and when over one-half of present members are in favor.

Article 64 (Letter Resolution) A letter resolution can be resolved when over two-thirds of the members are present and when over two-thirds of the present delegates are in favor. However, items in the following sub-paragraphs are not subject to letter resolution.

1. An item that requires deliberation at the General Student Representative Conference
2. Proposal for a letter resolution at the General Student Representative Conference
3. Other items that have conditions attached

Article 65 (Announcement of Results) The chairman must announce the results within 5 days of the end of the meeting.

Chapter 3. Executive Board

Section 1. Common Provisions

Article 66 (Task Execution) The execution of all tasks of the Council as well as the decisions made by the Legislative Board is done through the Executive Board as provided in the Constitution

Article 67 (Organization) The Executive Board is comprised of the following sub-paragraphs.

1. The Undergraduate Student Council Presidency
2. The Central Executive Committee
3. Standing Committees
4. Each executive branch of an Autonomous or Specialized Board

Section 2. Undergraduate Student Council Presidency

Article 68 (Authority) (1) The Undergraduate Student Council Presidency represents the Council

(2) The Vice President of the Undergraduate Student Council Presidency provides assistance to the President, and if the President delegates his or her Authority or if he or she is unavailable, the Vice President becomes acting President.

Article 69 (Term) The term of an Undergraduate Student Council Presidency starts at the end of each ordinary session of the General Student Representative Conference held at the end of each year that they were elected, and ends when the succeeding presidency takes office.

Article 70 (Guarantee of Position) The Undergraduate Student Council Presidency is guaranteed its position unless its term is up, resigns, or is impeached.

Article 71 (Authority regarding the Legislative Board) The President of the Undergraduate Student Council is the chairman of the Legislative Board and operates them.

Article 72 (Authority regarding the Executive Board) (1) The President of the Undergraduate Student Council has the power to organize the Central Executive Committee.
(2) The President of the Undergraduate Student Council has the power to appoint members and the head of the subordinate bureaus of the Central Executive Committee.
(3) The President of the Undergraduate Student Council commands and supervises the subordinate bureaus of the Central Executive Committee.
(4) The President of the Undergraduate Student Council executes resolutions made by the Legislative Board if it falls under his duty.

Article 73 (Authority regarding Outside Matters) (1) The Undergraduate Student Council Presidency can state the opinion that best represents the Council to the university authorities, and participate in various meetings it finds necessary.

(2) The Undergraduate Student Council Presidency can state its opinion regarding the Council and/or member(s) of the Council to outside the university. For matters about joining and discussing about joining a league concerning the Council, refer to Paragraph 2, Article 47 or Paragraph 3, Article 62.

Article 74 (Duties) (1) The Undergraduate Student Council Presidency must sufficiently collect the opinions of the members of the Council and perform tasks in a democratic fashion.

(2) The Undergraduate Student Council Presidency, as a representative of the Council, must report to the Legislative Board all items regarding the Council and its members.

(3) The Undergraduate Student Council Presidency must strive for the long term advancement of the Council.

(4) The Undergraduate Student Council Presidency must not exert undue force to elections of the Council or those held in the Autonomous Boards that could influence the election results.

(5) The Undergraduate Student Council Presidency must cooperate with the successive Undergraduate Student Council Presidency for a smooth transition so that tasks can continue on as before.

Article 75 (Impeachment) (1) An impeachment regarding the Undergraduate Student Council Presidency can be either for just the President of the Undergraduate Student Council or Vice-president, or for both.

(2) An impeachment motion against the Undergraduate Student Council Presidency can be proposed when the condition for one of the following sub-paragraphs is met.

1. Over half of delegates of the General Student Representative Conference sign a joint signature.

2. Over one-tenth of members of the Council with voting rights sign a joint signature.

(3) The Central Operative Committee must call for the convention of the General Student Representative Conference within 5 days of the proposal of an impeachment motion, and deliberate and resolve the impeachment motion at the General Student Representative Conference or the consideration for a General Student Vote. A member of the Central Operative Committee that is confirmed by the Central Operative Committee will act as temporary chairman, and receive reconfirmation at the General Student Representative Conference.

(4) An impeachment motion against the Undergraduate Student Council Presidency proposed by Paragraph 2, Article 2 cannot be resolved at the General Student Representative Conference.

(5) When an impeachment motion against the Undergraduate Student Council Presidency is proposed, all duties are ceased and a member of the Central Operative Committee that is confirmed by the General Student Representative Conference will act as acting President.

(6) An impeachment motion is resolved according to Article 31 if a General Student Vote is held, or resolved according to Paragraph 3, Article 38 if a the General Student Representative Conference convenes.

Section 3. Central Executive Committee

Article 76 (Authority) The Central Executive Committee is the highest Executive Board of the Council.

Article 77 (Member of the Central Executive Committee) The following people of the sub-paragraphs are a member of the Central Executive Committee.

1. The chairman of the Central Executive Committee

2. The head and members of the subordinate bureaus of the Central Executive Committee

Article 78 (Chairman of the Central Executive Committee) (1) The chairman of the Central Executive Committee assists the Undergraduate Student Council Presidency, as well as manages and supervises each bureau according to the instructions of the Undergraduate Student Council Presidency.

(2) The chairman of the Central Executive Committee is appointed by the President of the Undergraduate Student Council, and begins his or her task after gaining approval from the Central Operative Committee.

Article 79 (Bureau) (1) The Central Executive Committee can have bureaus in the organization to carry out its tasks.

(2) The bureau system of the Central Executive Committee is decided by the President of the Undergraduate Student Council, and must gain approval of the Central Operative Committee.

(3) The chairman and member(s) of each bureau is recruited after making an announcement of recruiting plans.

(4) The chairman and member(s) of each bureau is appointed by the President of the Undergraduate Student Council. Each chairman must gain approval of the Central Operative Committee to begin his or her task.

Article 80 (Task) (1) The Central Executive Committee has the highest authority regarding the execution of the programs of the Council.

(2) The Central Executive Committee performs tasks decided by the Legislative Board.

(3) The Central Executive Committee performs tasks decided by the Undergraduate Student Council Presidency.

(4) The Central Executive Committee prepares for the convention and implementation of the Legislative Board.

(5) The Central Executive Committee regularly reports the operations of the Council to the Legislative Board, and submits the budget and final account reports.

Article 81 (Executive Adjustment Committee) (1) The Central Executive Committee can call for the opening of the Executive Adjustment Committee to handle tasks. The Executive Adjustment Committee can be comprised of the chairman of the Central Executive Committee, head of the Undergraduate Student Clubs Union, head of the executive branch of the Freshman Student Council, chairman of a standing committee, or other persons having similar posts.

(2) Regular sessions of the Executive Adjustment Committee are held each early January, March, July, and September, and on those held in March and September, the Executive Adjustment Committee deliberates and adjusts each board's Central Accounting finance support.

(3) The Executive Adjustment Committee, for the sake of handling task smoothly, can compose subcommittees within the Executive Adjustment Committee comprised of specific heads of bureaus and heads of similar bureaus of the Undergraduate Student Clubs Union, Freshman Student Council, and each Department Student Council, or other persons having similar posts.

Section 4. Emergency Response Committee

Article 82 (Emergency Response Committee) Emergency Response Committee replaces the Central Executive Committee and becomes the Chief executive body when the following conditions are met

1. Failure of election of Undergraduate Student Council Presidency
2. Both of the Undergraduate Student Council Presidency resigns, and their remaining term do not exceed 240 days
3. Undergraduate Student Council Presidency gets impeached and their remaining term do not exceed 240 days

Article 83 (Composition) (1) Central Executive Committee should announce the recruitment of Emergency Response Committee when the conditions of article 82 is met without delay.

(2) All members of the Central Executive Committee should dispatch at least one member appointed by their board as member of Emergency Response Committee within 10 days. However, for undergraduate departments with relatively few number of members, this could be decided through agreement of the Central Executive Committee

(3) Central Executive Committee should confirm the dispatched members from each board as member of the Emergency Response Committee and form Emergency Response Committee within 10 days. However, in the case of electoral failure on November, Emergency Response Committee will be composed in the end of the year regular General Student Representative Conference.

Article 84 (Presidency) (1) Emergency Response Committee Chairmanship shall be chosen within Emergency Response Committee and be confirmed in General Student Representative Conference.

(2) As a rule, chairman of the Emergency Response Committee should be someone who has been a representative of the council. However, under unavoidable circumstances, the chairman can be anyone who meets one of the following conditions

1. Someone who was or is a member of the council's Executive Board, Autonomous Board or Specialized Board
2. Someone who gained recommendation of more than 1/3 of the Central Executive Committee

(3) Emergency Response Committee Chairmanship holds equivalent authority to president of the Undergraduate Student Council and vice-president of the Undergraduate Student Council respectively.

Article 85 (Task) Emergency Response Committee is in charge of the Central Executive Committee's routinely business during vacancy of the Undergraduate Student Council Presidency.

Article 86 (Term) Emergency Response Committee's term ends 3 days after election of the next Undergraduate Student Council Presidency. However, under unavoidable circumstances, term of the Emergency Response Committee can be extended resolution of the Central Executive Committee.

Section 5 Standing Committee

Article 87 (Status) Standing Committee is an executive body installed for professional and consequent execution of various businesses of the council.

Article 88 (Composition and purpose) Standing Committee is as follows

1. KAIST Student Welfare Committee: Manages welfare facilities related to the council's members and carries out in-school welfare programs
2. Event Preparation Committee "Imagination Effect": Manages cultural planning programs such as Spring Festival and Fall Festival
3. KAIST Student Cultural Space Committee: Operates and manages Student Autonomous spaces like Chang Young Shin Student Activity Center, and performs task for development of student culture in those spaces.

Article 89 (Confirmation) (1) When installation of Standing Committee is requested, Central Operative Committee should organize Standing Committee Preparation Committee through deliberation.

(2) Preparation Committee should perform related tasks and prepare for installation of Standing Committee

(3) If Preparation Committee has been fully operational for over a year, the Central Operative Committee receives the following documents and checks its suitability for the position and that there are no problems in the document.

1. Preparation Committee member list
2. Introduction
3. Annual Program Plan
4. Autonomous Regulation
5. Budget Plan
6. Preparation Committee Activity Report and Balance
7. Recommendation by signatures of more than 1/20 of members of the Council who has the right to vote.

(4) Central Operative Committee shall resolve on introduction of approval of Standing Committee to General Student Representative Conference after deliberation. After introduction has been resolved, the Central Operative Committee should write a review and submit it to General Student Representative Conference with the items.

(5) In General Student Representative Conference, installation of Standing Committee which has been submitted through deliberation should be resolved.

Article 90 (Chairmanship) (1) Chairmanship of the Standing Committee represents the Standing Committee.

(2) Chairmanship of the Standing Committee should be elected by autonomous regulation and be confirmed in General Student Representative Conference after reporting to Central Operative Committee.

Article 91 (Task) (1) Standing Committee executes various permanent tasks and tasks decided by Legislative Board and Executive Adjustment Committee.

(2) Standing Committee operates independently in proceeding business that follows the former paragraph on a line that does not break the constitution.

(3) Standing Committee should regularly report operation status to Legislative Board and submit budget and final account.

Article 92 (Duty of Consultation) (1) Standing Committee consults with Central Operative Committee through Execution Adjustment Committee when there is a need for planning and executing a program.

(2) Central Operative Committee can require attendance of chairman of the Standing Committee or manager of a specific task when needed. Also, Standing Committee can attend Central Operative Committee to suggest or consult with a new program when needed.

Article 93 (Finance) Standing Committee receives share from Central Accounting of student fee. This follows from consultation with Executive Adjustment Committee.

Article 94 (Disciplinary action) (1) General Student Representative Conference can request Standing Committee to post a written apology and call for a resolution of dismissal of the entire chairmanship or one of the chairmanship of the Standing committee if the following sub-paragraph criteria meets

1. Lazy report in accordance with Article 91, paragraph 3
2. Uncooperative attitude of agreement of Article 92
3. Constantly disobeying the Constitution and Legislative Board's resolution
4. Bringing serious harm to operation of the Council

(2) Central Operative Committee can call Standing Committee to correct its work if the following sub-paragraph criteria meets

1. Standing Committee's characteristics/activities do not fit in the purpose of establishment

(3) Before resolving disciplinary action, Standing Committee that is subject to disciplinary action should be given enough chance to explain.

Article 95 (Expulsion/merger) (1) General Student Representative Conference can call for expulsion of Standing Committee if the following criteria in sub-paragraph meets

1. The council comes to a conclusion that the role and function of Standing Committee is not needed
2. When Standing Committee is to be included in another board or calls for winding-up by itself

(2) If a conclusion that two or more Standing Committee should be merged due to operational issue, General Student Representative Conference can call for resolution of merger

(3) However, in order to introduce expulsion/merger of Standing Committee, joint signature of more than 1/40 of the council member with voting rights is required.

Article 96 (Autonomous Regulations) (1) Standing Committee forms autonomous regulation and regulates various issues.

(2) When Standing Committee makes or changes autonomous regulations, it should report to Central Operative Committee without delay.

(3) Standing Committee's autonomous regulations should be open to all members of the Council.

Chapter 4 Autonomous Board

Section 1 Common provisions

Article 97 (Definition) Autonomous Board is a basic unit that exists with the purpose of continuously gathering opinions and democratic advance; every student inside Autonomous Board gains status as a member and operates independently.

Article 98 (Legislative Body) (1) General Assembly is the highest decision-making body of autonomous board, and consists of all of its members

(2) Autonomous board may have a permanent legislative body under General Assembly, and matters such as each institution's composition, duties, authority, and operation is decided by each a.

Article 99 (Presidency) (1) President of an Autonomous Board represents the Autonomous board

(2) Autonomous Board may have a vice-president, and vice-president should aid the president and acts as president when the president entrusts the authority or in situation of accident.

(3) Election of President(presidency) is done through general/equal/direct/secret vote by the Autonomous Board's autonomous regulations.

(4) President's(Presidency's) work, authority and duty should be decided by the autonomous board's autonomous regulations.

Article 100 (Executive Body) (1) Executive Committee is the highest executive-institution, and manages the autonomous board's overall program progress.

(2) Executive Committee should report various matters related to program progress to the autonomous board's legislative body.

(3) Composition, work, authority, management, etc of the Executive Committee should be decided by the autonomous board's autonomous regulations.

Article 101 (Operation) (1) Autonomous Board operates independently on a line that does not break the constitution.

(2) Autonomous Board should regularly report operation status to Legislative Board, and

submit budget and final account.

(3) Autonomous Board should report to the Central Operative Committee without delay if the following sub-paragraph's situation occurs

1. Election/Impeachment of representatives such as presidency
2. Other important operating issues

Article 102 (Finance) (1) Autonomous Board can receive a share of student fee.

(2) Autonomous Board can receive financial support from the school or outside organization for specific program.

(3) Autonomous Board can autonomously receive fee from its members and operate autonomous finance.

Article 103 (Autonomous Regulations/rules) (1) Autonomous Board should form autonomous regulation and regulate various issues.

(2) Autonomous Board should report to Central Operative Committee without delay when there has been a new rule or change of rule in its autonomous regulation.

(3) Autonomous Board's autonomous regulation and internal rules should be open to all members of the Council.

(4) For matters that does not exists or are not discussed in Autonomous Board's autonomous regulations should follow 'Autonomous Board's Bylaws.

Section 2 Undergraduate / Department Student Council

Article 104 (Status) Undergraduate/Department Student Council is a student autonomous board for democratic decision making and execution for each department's students.

Article 105 (Members) (1) Undergraduate/Department Student Council consists of regular members and associate members.

(2) Regular member of the Undergraduate/Department Student Council are those are majoring in the department. However, those who double-major may choose to be a regular member of either one of his/her department.

(3) Those who meet the following sub-paragraph's criteria can be an associate member under autonomous regulations of Undergraduate/Department Student Council.

1. Those who take the department's courses or wish to be passionate in the department
2. As stated in paragraph 2, those who double major in the department but are not a regular member
3. Those whose minors in the major
4. Those who are approved by the Undergraduate/Department Student Council's autonomous regulations as associate member

(4) Regular members have the voting rights and regular members who meet the standard in the department's autonomous regulations are eligible for election. Other matters regarding rights and duties of regular/associate members that occur out of the Constitution are to be

decided in Undergraduate/Department Student Council's autonomous regulations.

(5) One cannot be regular member of more than one department.

Section 3. Freshmen Student Council

Article 106(Status) Freshmen Student Council is Student Autonomous Board for democratic decision making and execution for School of Freshman Students.

Article 107(Member) (1) Freshmen Student Council consists of regular members and associate members.

(2) Regular members of Freshmen Student Council are chosen from School of Freshman students by Freshmen Student Council's autonomous regulations

(3) Regular members of the School of Freshman have the right to vote, and regular members who meet the standard in autonomous regulations are eligible for election. Matters regarding rights and duty of regular/associate members that occur out of this constitution are to be decided in Freshmen Student Council's autonomous regulations.

(4) One cannot be a regular member of both Freshmen Student Council and other department's Student Council

Article 108 (Task) (1) Among the Council's and Council's executive board's tasks, Freshmen Student Council executes tasks that are needed for School of Freshman students

(2) Freshmen Student council autonomously executes general programs for freshmen students and freshman classes.

(3) Other matters follow autonomous regulations of Freshmen Student Council.

Section 4. Undergraduate Student Clubs Union

Article 109 (Status) Undergraduate Student Clubs Union is the highest autonomous board for democratic decision making and execution of clubs registered in the school.

Article 110 (Organization) Undergraduate Student Clubs Union consists of school's registered clubs and its members.

Article 111 (Branch) (1) Branch is defined as a group of clubs inside Undergraduate Student Clubs Union in similar fields.

(2) President of branch represents each branch.

(3) Autonomous regulations in Undergraduate Student Clubs Union decides election, tasks, authority, and duties of branch president.

Article 112(Task) (1) Undergraduate Student Clubs Union leads club activities as well as general work regarding promoting school culture.

(2) Undergraduate Student Clubs Union has the right to discuss with the school about in-school club activities.

(3) Other matters should follow Undergraduate Student Clubs Union's autonomous regulations

Chapter 5. Specialized Board

Section 1. Common Provisions

Article 113 (Definition) Specialized board is a permanent board installed to perform the Council's specialized tasks professionally.

Article 114 (Composition) (1) Specialized Boards are listed in the following sub-paragraph.

1. Auditing Committee
2. Culture Autonomous Committee
3. Communication Globalization Committee
4. Student & Minority Human Rights Committee

Article 115 (Confirmation) (1) When requested, Central Operative Committee composes Specialized Board Preparatory Committee through deliberation.

(2) Preparatory Committee performs related task and prepares for installation of specialized board.

(3) After the Preparatory Committee has been active for more than 6 months, Central Operative Committee receives the following papers and reviews.

1. Preparatory Committee member roll
2. Introduction paper
3. Annual Finance plan
4. Autonomous regulations
5. Budget
6. Preparatory Committee Activity Report and final account

(4) Central Operative Committee legislates the introduction of specialized board to General Student Representative Conference after deliberation. After introduction has been resolved, Central Operative Committee writes a review and submits it to General Student Representative Conference with the item.

(5) General Student Representative Conference resolves approval of specialized board item.

Article 116 (Role) (1) Specialized Board Chairman represents the specialized board

(2) Specialized Board chairman is elected by its autonomous regulations, reports to Central Operative Committee and gets approved in General Student Representative Conference. However, for Auditing Committee, it should follow 'Audit Enforcement Bylaws'

(3) Specialized Board chairman can table in an item to Central Operative Committee when needed.

(4) Specialized Board operates independently on a line that does not break the Constitution when executing its tasks.

Article 117 (Task report) (1) Specialized Board Chairman should report the following sub-paragraph's issues to regular General Student Representative Conference.

1. Board composition status
2. Budget and final account
3. Office and facility management status
4. Program breakdown and plan

(2) When needed, Central Operative Committee may call the Specialized Board Chairman or manager of certain program for attendance and require program report.

Article 118 (Finance) Specialized board receives share from student fee central finance.

Article 119 (Disciplinary action) (1) General Student Representative Conference can request Specialized Committee to post a written apology and call for a resolution of impeachment of the entire presidency or one of the presidency of the Specialized Committee when the following sub-paragraph criteria meets.

1. Constantly disobeying the constitution
2. Bringing serious harm to operation of the council

(2) Central Operative Committee can demand correction of work to Specialized board if the following sub-paragraph criteria meets.

1. Specialized Board's characteristics/activities no longer meets the purpose of establishment.

(3) In order to resolve disciplinary action, Specialized Board subject to disciplinary action should be given enough chance to explain before resolution.

Article 120 (Expulsion/merger) (1) General Student Representative Conference can call for expulsion of Specialized Board if the following criteria in sub-paragraph meets

1. The council comes to a conclusion that the role and function of Specialized Board is not needed
2. When Specialized Board is to be included in another board or calls for dissolution by itself

(2) If it is concluded that two or more Specialized Board should be merged due to operational issue, General Student Representative Conference can call for resolution of merger of Specialized Boards

Section 2. Auditing Committee

Article 121 (Purpose) Auditing Committee performs auditing to ensure transparent operations of the Council and council's subordinate boards based on democratic principles.

Article 122 (Task) Auditing Committee inspects the Council's and Council's subordinate boards' income and expenditure, conducts regular audits, supervises accounts continuously, and reviews duties to seek for improvement and enhancement of operation.

Article 123 (Authority on Auditing) Auditing Committee can give warnings or call for disciplinary action of lowering the budget and related item to Central Operative Committee when it finds those that do not follow the Constitution or are unjust according to their audits and duty inspection.

Article 124 (Composition) Auditing Committee consists of 6 people including the chairman.

Article 125 (Principles of Auditing Independence) (1) Auditing Committee has independent status from the Council's Legislative/Executive Board and any other boards when performing its duties.

(2) Auditing Committee cannot serve the following sub-paragraph positions together

1. Council Representative
2. Member of Council Executive Board
3. Representative elected among the council's autonomous board. However, Undergraduate Student Clubs Union's club representative and freshman class president are exceptions.
4. Council's other Specialized Board's member
5. Member of Council's Special Board

Article 126 (Audit Enforcement Rules) Detailed operation of Auditing Committee and range of auditing follows 'Audit Enforcement Bylaws'.

Section 3. Cultural Autonomous Committee

Article 127 (Purpose) Cultural Autonomous Committee performs work related to autonomous finance management in order to proceed and promote various cultural programs in campus.

Article 128 (Task) Cultural Autonomous Committee conducts various duties such as deliberation for support of cultural budget, planning, public relations and can demand an execution of such tasks to Central Operative Committee.

Article 129 (Composition) By Principle, Cultural Autonomous Committee is formed by 9 Cultural Autonomous Committee members, including 4 chosen by Undergraduate Student Clubs Union.

Article 130 (Cultural Autonomous Budget Operation Bylaws) Details on operation of Cultural Autonomous Board can be found in 'Cultural Autonomous Budget Operation Bylaws'

Section 4. Communication Globalization Committee

Article 131 (Purpose) Communication Globalization Committee performs tasks to ensure the right of foreign students to know about the council's overall operation and to guarantee the right to conduct continuous tasks by performing translation duties

Article 132 (Task) Communication Globalization Committee conducts supervision and support of council's subordinate board's English translation of program/notices, and seeks improvement of communication with foreign student members.

Article 133 (Authority on Translation Inspection) (1) Communication Globalization Committee may request for correction, caution, and apology if subordinate board's English translation for program notices were insufficient.

(2) Communication Globalization Committee reports evaluation report of subordinate board's English Translation rate in every regular General Student Representative Conference.

Article 134 (Composition) Communication Globalization Committee is composed of recruited members of the council, including more than one member of Central Executive Committee

Article 135 (Communication Globalization Committee Operation Rule) Details about operation of Communication Globalization Committee and translation inspection may be determined by the rules attached to the constitution, and it is called 'Communication Globalization Committee Operation Rule'.

Section 5. Student & Minority Human Rights Committee

Article 136 (Purpose) Student & Minority Human Rights Committee carries out task of protecting human rights, preventing minority class discrimination and promoting improvement of their rights and reflecting related items on the council, school and student society in general.

Article 137 (Task) Student & Minority Human Rights Committee performs function such as of carrying out response to discrimination, finding out solution and carrying out programs to raise awareness of human rights and assures activities of minority units.

Article 138 (Response to Violation of Human Rights) If a discriminatory act or violation of human rights occur among the council's members or in subordinate board's tasks, Student & Minority Human Rights Committee shall carry out an investigation and request correction/attention to the member or subordinate board or propose disciplinary action or related items to the Central Operative Committee.

Article 139 (Composition) Student & Minority Human Rights Committee consists of council's members, including more than one member from Central Executive Committee.

Article 140 (Human Rights Guideline and etc.) Details about operation of Student & Minority Human Rights may be determined by the rules attached to the constitution, and it is called 'Student & Minority Human Rights Committee Operation Rule'. Those that violate human rights are regulated, and rules for the protection of human rights of the council's members are attached as human rights guideline which is attached to this constitution.

Chapter 6. Special Board

Article 141 (Status) Special Board are responsible for activities in special area for council's members and student autonomous boards that the council has recognized the need for.

Article 142 (Establishment Requirements) Special Board is established only when all of the following criterias are met, and its need is recognized

1. Organization that constantly conducts activities regarding special area whose publicity for the council's members is secured
2. Organization related to the area which requires constant comprehensive program

in the Council's level

3. Organization that has secured an identity as a Student Autonomous Organization

Article 143 (Confirmation) (1) When there is a request for confirmation of a special board, the Central Operative Committee receives the following documents and checks whether the organization meets the criteria in Article 142 and whether the documents do not have any problem.

1. Member roll
2. Introduction
3. Program plan
4. Written oath to follow the constitution
5. Autonomous regulations
6. Budget
7. Recommendation by signatures of more than 1/20 of members of the Council who has the right to vote.

(2) Central Operative Committee resolves the introduction of the special board to General Student Representative Conference after deliberation. When introduction is resolved, Central Operative Committee writes a review and submits it to the General Student Representative Conference with the item.

(3) General Student Representative Conference resolves the confirmation item of a Special Board tabled in after deliberation.

Article 144 (Re-deliberation) (1) On the beginning of each semester, all Special Boards should submit the following documents to Central Operative Committee before regular General Student Representative Conference and receive re-deliberation

1. Last semester's final account report and current semester's Budget
2. Last semester's activity report. This needs to include content regarding the election of the chairman of special board as well as recruitment of its members
3. Member roll
4. Autonomous regulation and main content of revision in its regulation during the past 6 months

(2) Central Operative Committee resolves re-deliberation of the special board with vote of agree of the majority. If re-deliberation is rejected, the Central Operative Committee introduces the special board re-deliberation to the General Student Representative Conference.

Article 145 (Roll management) Central Executive Committee administrates member roll constantly so that the council's members can browse the member roll all the time.

Article 146 (Task) (1) Special Board performs the tasks resolved in General Student Representative Committee or Central Operative Committee.

(2) Special Board operates independently on a line that does not break the constitution.

Article 147 (Consultation Duty) (1) Special Board consults with the Central Executive Committee about planning and execution of a program when necessary.

(2) Central Operative Committee can request attendance of the chairman of Special Board or program manager of the special board when necessary.

Article 148 (Finance) (1) Special board receives share from Central Accounting of student fee. This follows consultation with Executive Adjustment Committee.

(2) Special board may receive funds from the school or outside organization for specific programs.

Article 149 (Disciplinary Action) (1) When the following sub-paragraph meets, the General Student Representative Committee can warn the special board, request written apology and decide to reduce 50% of its share from central accounting. However, disciplinary action that does not include reducing the budget can also be done in Central Operative Committee.

1. Not submitting the Budget and final account to Chairman of Central Operative Committee 5 days before opening of the Central Operative Committee without legit reasons and prior notice
2. Not carrying out re-deliberation process, or when poor or false information is found in the submitted documents
3. Difficult to continue its work because of continued absence of its members
4. Nature and activities of the board does not fit its establishing purpose
5. When regulation regarding democratic election process of the representative, democratic decision-making structures, fair and transparent member recruitment process is non-existent, poor, or not well-performed.
6. When the board violates the Constitution

(2) In order to resolve disciplinary action, subject to disciplinary action should be given enough chance to explain.

Article 150 (Expulsion/merger) (1) If the special board are in the criteria of the following paragraph, General Student Representative Conference can call for expulsion of corresponding Special Board

1. Receiving additional warning within a year
2. When Special Board is to be included in another board or calls for winding-up by itself
3. If the Council reaches a conclusion that the role and function of Special Board is no longer needed

(3) If a need to merge two or more Special Board is recognized due to operational issue, General Student Representative Conference can resolve merger of corresponding Special Boards.

Article 151 (Autonomous Regulation) (1) Special Board regulates autonomous regulation and defines various matters.

(2) When Special Board regulates or revises autonomous regulations, it should report to Central Operative Committee without delay.

Chapter 7. Election

Article 152 (Undergraduate Student Council Presidency Election) (1) Election of Undergraduate Student Council Presidency should be done under the principle of universal suffrage, direct election, secret voting and equality.

(2) In the Undergraduate Student Council Presidency Election, candidates should run as a group of one Undergraduate Student Council President candidate and one Undergraduate Student Council Vice-president candidate.

(3) Undergraduate Student Council Presidency Election is valid when more than half of the voting members vote, and the group with the most vote gets elected when the election is valid. However, if there is a sole candidacy, the candidate gets elected when it receives placet of more than half of the valid ballot.

Article 153 (Election period) (1) In principle, Undergraduate Student Presidency Election is held on November of the year prior to term of office.

(2) Central Operative Committee should confirm and announce formation of Central Election Committee 30 days before election.

Article 154 (Voting Rights/Eligibility for Election) (1) Regular Member of the council and associate member attending the school have the right to vote in Undergraduate Student Presidency Election.

(2) Among regular members of the council, those who received recommendation by signatures of more than 1/20 of members holding voting rights are eligible for election

Article 155 (Prohibition of restricting Eligibility for Election) (1) Eligibility for Election should not be discriminated by gender, religion, disability, age, social status, origin, nationality, appearance, marital status, pregnancy or birth, family form or family status, race, color, ideology or political opinion, previous conviction, sexual orientation, gender identity, educational background. Medical history, school discipline, department. GPA, enrollment period, etc. However, when enrolling as candidate, one's enrollment period, disciplinary action and its reasons are shown to public.

Article 156 (Central Election Committee) (1) Central Election Committee exists to democratically and fairly proceed Undergraduate Student Council presidency election and deputed Autonomous Board presidency election that needs election that follows the Constitution and Election Implementation Bylaws.

(2) Central Election Committee manages and supervises various tasks of the General Election and withholds authority on every deliberation and resolution regarding the election.

(3) Central Election Committee is consist of 5, 7 or 9 members of the Council recommended by Central Operative Committee who has the right to vote, and chairman is elected among themselves.

(4) Members of the Central Election Committee are not eligible for election on corresponding year.

Article 157 (By-election) If Undergraduate Student Presidency is vacant due to special reasons like impeachment and remaining term in office is more than 240 days, Central Operative Committee should proceed by-election within 20 days after vacancy.

Article 158 (Transition Committee) (1) Winner of election of Undergraduate Student Presidency should form a transition team for smooth transfer.

(2) Undergraduate Student Presidency, Central Executive Committee and Transition Team should proceed with transfer with mutual cooperation.

(3) Transition Team should write transfer report and report it to Central Operative Committee. Undergraduate Student Presidency and winner of the election can mandate some authority through consultation.

Article 159 (Election Implementation Bylaws) Other matters about election is decided by 'Election Implementation Bylaws'

Chapter 8. Finance

Section 1 Common provisions

Article 160 (Principle) All Boards of the council should manage finance efficiently and transparently.

Article 161 (Property) The Council may acquire/possess tangible/intangible property that meets the following sub-paragraph.

1. Property that used the council's property during acquisition
2. Property that the Undergraduate Student Presidency, Central Executive Committee or others in equal position acquired as the position holder
3. Property that the council's subordinate board acquired for program or conduction of program or acquired as a result of program.

Article 162 (Income) The Council's income is defined as Student fee, School Funds, profit of revenue making program and other income.

Article 163 (Student Fee) (1) Student fee is paid in the beginning of each semester. Those who paid the student fee for 8 semesters are considered to have completed his/her duty of paying student fee by Article 10 Paragraph 10.

(2) Student fee is managed by the Central Executive Committee

(3) Student fee cannot be used for purposes other than achieving council's management goals and members' benefit.

(4) Change in student fee can be decided in General Student Representative Conference.

Article 164 (Finance Management Bylaws) Other matters about finance is decided by 'Finance Management Bylaws)

Section 2 Accounting / Deliberation

Article 165 (Finance Year) (1) Accounting year of the Council consist from the day of current year's end-of-year General Student Representative Conference to the day before the

next year's end-of-year General Student Representative Conference.

(2) Finance is divided, executed and evaluated by period in the following paragraph

1. 1st quarter: From last year's start of end-of-year General Student Representative Conference to the day before first day of Spring semester
2. 2nd quarter: From the first day of Spring semester to last day of Spring semester
3. 3rd quarter: From the day after last day of Spring semester to the day before first day of Fall semester
4. 4th quarter: From the first day of Fall semester to the day before end-of-year General Student Representative Conference

Article 166 (Finance Classification) The council's finance is classified as follows and next year's distribution is decided in the end-of-year General Student Representative Conference. However, if the student fee has changed, distribution of finance may be decided in the following General Student Representative Conference, and this is adjusted from the next Finance quarter.

1. Central Finance: Undergraduate Student Council's ordinary program, financial support for Executive Board, Undergraduate Student Clubs Union, Specialized Board and Special Board
2. Substratum board Finance: Financial support for department/major student council and freshmen student council
3. Encouragement Fund: Activity fee support for council's representative and head of the Bureau which is decided by the constitution
4. Cultural Autonomous Fund: Financial support for council members' promotion of culture

Article 167 (Deliberation Principle) (1) Budget/Settlement of account is not just for income/outcome of student fee but should include the board's entire income/outcome.

(2) Budget/settlement is deliberated by the following paragraph

1. In the start-of-Spring-semester General Student Representative Conference, settlement for last year's 4th quarter and current year's 1st quarter, and budget of current year's 2nd and 3rd quarter budget will be deliberated.
2. In the start-of-Fall-semester General Student Representative Conference, current year's 2nd and 3rd quarter's settlement and current year's 4th quarter and next year's 1st quarter budget will be deliberated. However, like Central Executive Committee, for boards that has fluctuating support in the end of current year, current year's 4th quarter budget will be deliberated in the start-of-Fall-semester General Student Representative Conference and settlement of current year's 4th quarter and budget of next year's 1st quarter will be deliberated in the end-of-year General Student Representative Conference.

Article 168 (Preliminary Review) (1) Those organizations that are applicable for Central Finance (ex. Central Executive Committee), by Article 167 Paragraph 2, needs to submit report of budget/settlement to the Central Operative Committee before deliberation of General Student Representative Committee.

(2) Department/major student councils and freshmen student council need to submit report of budget/settlement to the Department Budget Deliberation Committee before deliberation of General Student Representative Committee by Article 167 Paragraph 2.

(3) Central Operative Committee and Department Budget Deliberation Committee takes a preliminary review according to paragraph 1.

(4) Board's report of budget/settlement that was deliberated in preliminary review does not go through deliberation in General Student Representative Committee, and is replaced by report.

Article 169 (Re-deliberation) (1) If the budget was not deliberated in the General Student Representative Conference due to reasons like dropping out details in the budget, financial support for the board will be deferred and the board that proceeded with preliminary review before start of program may re-deliberate modified/adjusted budget.

(2) Re-deliberation is decided by agreement of more than 2/3 of the attending member

(3) For the board that did not submit modified/adjusted budget report even though it was applicable for the 1st paragraph, General Student Representative Conference may table in item for written apology and report from the person in charge.

Article 170 (Revised Supplementary Budget) For cases that required supplementary budget after deliberation of budget, supplementary budget may be assigned by agreement of more than 2/3 of attending members of Central Operative Committee or Substratum Budget Deliberation Committee in a range that does not exceed 25% of the original budget. However, revised supplementary budget cannot be assigned in a written form if it exceeds 3% of the quarter's budget.

Section 3. Substratum Board Accounting

Article 171 (Substratum Budget Deliberation Meetings) Each Department Student Councils and the Freshman Student Council receives budgets through the Substratum Budget Deliberation Meeting.

Article 172 (Budget Distribution) The budget distribution standards of the Substratum Board Accounting must include the following items. If the budget distribution refers to a quantified scoring system, the budget distribution standards must include the calculation formula and the ratio of each item considered in the score.

1. Business report and final evaluation
2. Business plans and budget evaluation
3. Attendance marks of Central Operative Committee and General Student Representative Conference
4. Evaluation result by Auditing Committee
5. Evaluation result by Communication Globalization Committee

6. Ratio of department personnel
7. Other items chosen at the Substratum Budget Deliberation Meeting

Article 173 (Members) The Substratum Budget Deliberation Meeting is comprised of the Undergraduate Student Council President, each Department Student Council President and Vice President, and the Freshman Student Council President.

Article 174 (Chairperson) The chairperson of Substratum Budget Deliberation Meetings are the Student Council President.

Article 175 (Convocation) (1) The regular Substratum Budget Deliberation Meeting is to be convened by the chairperson, between the beginning of each semester and 5 days before General Student Representative Conference.

(2) The provisional Substratum Budget Deliberation Meeting is to be convened by the chairperson in one of the following cases.

1. In case of the regular Substratum Budget Deliberation Meeting being unable to decide the budget.
2. In case of the General Student Representative Conference rejecting one or more budget plans for the Department Student Council or the Freshman Student Council.
3. In case of the Department Student Council or the Freshman Student Council requesting revised supplementary budget bill.

Article 176 (Resolution) The Substratum Budget Deliberation Meeting resolves the decision if more than half of the registered members are present and more than half of the present members vote in agreement.

Section 4. Encouragement Fees

Article 177 (Purpose) The purpose of Encouragement Fees is to assist in the work and bring out sense of responsibility in representatives and members of the Council.

Article 178 (Scope of Application) (1) Encouragement Fees are granted to the following members.

1. Undergraduate Student Council Presidency. This applies only in cases of being unable to receive school executive scholarships due to reasons such as leave of absence.
2. Central Operative Committee chairperson and director.
3. Freshman Student Council Presidency and its executive chairperson, or 3 representatives of equal authority.
4. Standing Committee chairman and its executive chairperson, or 3 representatives of equal authority.
5. Each Department Student Council President.
6. All members of the Auditing Committee including the chairperson.

(2) If a member qualifies the previous paragraph but works for less than 15 days within one month due to the month being the starting or ending of term of office or other reasons, Encouragement Fees is not granted for that month.

Article 179 (Date of Grant) Encouragement Fees is granted on the 20th of each month during the Spring Semester and Fall Semester.

Article 180 (Restriction of Budget) (1) The budgets for Encouragement Fees must be managed separately from other budgets of the Council, and used only for granting Encouragement Fees.

(2) If the budget for Encouragement Fees is to be used for other purposes, 2/3 or more of the General Student Representative Conference must agree to this and resolve the matter.

Section 5. Cultural Autonomous Funds

Article 181 (Purpose) The purpose of Cultural Autonomous Funds is to encourage and facilitate various cultural events within KAIST.

Article 182 (Scope of Application) Cultural Autonomous Funds can be granted to all groups comprised of members of the Council.

Article 183 (Budget Composition) Cultural Autonomous Funds are gathered partly from the Student Council Fee and partly from the grant from school.

Article 184 (Restriction of Budget) (1) The part of Cultural Autonomous Funds which is gathered from the Student Council Fee must be managed separately from other budgets of the Council, and used only for supplying Cultural Autonomous Funds.

(2) If the Student Council Fee part for Cultural Autonomous Funds is to be used for other purposes, 2/3 or more of the General Student Representative Conference must agree to this and resolve the matter.

Chapter 9. Constitution Bylaws & Regulations

Section 1. Amendments of the Constitution

Article 185 (Initiative of Amendment) (1) The amendment of the Constitution is to be initiated according to one of the following sub-paragraphs.

1. Proposal by the Central Operative Committee.
2. Proposal by joint signature of more than half of members of the Central Operative Committee.
3. Proposal by joint signature of 1/3 or more of members of the General Student Representative Conference.

4. Proposal by joint signature of 1/20 or more of members of the Undergraduate Student Council who have the right to vote.

(2) The initiative for amendment of the Constitution must include all contents of the following sub-paragraphs.

1. The purpose and detailed account regarding the initiation.
2. Table comparing before and after the amendment.
3. List of initiators.

Article 186 (Notification of Amendment) The Chairperson of the General Student Representative Conference must announce the amendment for minimum 7 days.

Article 187 (Deliberation of Amendment) (1) When the amendment of the Constitution is initiated, the General Student Representative Conference for the Deliberation of Amendment of the Constitution shall review the initiative, or a preview may be held at the Central Operative Committee or a public hearing.

(2) The Deliberation of Amendment should include a clause by clause discussion and a pro-con debate.

Article 188 (Resolution and Editing of Amendment) (1) The initiated amendment of the constitution shall be resolved if 2/3 or more of members present at the General Student Representative Conference agree to the amendment.

(2) If articles, letters, numbering, etc. need to be edited after resolving the amendment of the Constitution, editing may be done before the amendment is announced, through the Central Operative Committee. However, editing the contents and the purpose of resolved part of the amendment cannot be made.

Article 189 (Announcement of Amendment) (1) When the amendment of the Constitution is resolved, the Undergraduate Student Council President must announce this without delay.

(2) The announcement of the amendment of the Constitution must include all of the following.

1. Purpose and circumstances of the amendment.
2. Table comparing before and after the amendment.
3. List of initiators.
4. List of members who agreed to the amendment.

(3) The revised Constitution shall effect starting 5 days after the amendment is announced. However, if some or all parts of the revised Constitution have an assigned grace period, these parts of the Constitution before amendment shall effect until the grace period expires.

Section 2. Bylaws & Regulations

Article 190 (Bylaws and regulations) (1) The Council shall legislate and revise bylaws according to the Constitution, and legislate and revise regulations according to bylaws.

(2) Bylaws that violate the Constitution and regulations that violate the bylaws are ineffective regarding the violation.

(3) The autonomous regulations of subordinate boards do not apply differently from the Constitution and Autonomous regulations that violate the Constitution are ineffective regarding the violation.

Article 191 (Legislation, Amendment, and Repeal of Bylaws and Regulations) (1)

Bylaws are legislated to decide matters delegated from the Constitution and matters necessary to enforce the Constitution.

(2) Regulations are legislated to decide matters delegated from bylaws or other matters that need to be expressed in written regulations.

(3) The articles regarding the amendment of the Constitution shall apply mutatis mutandis to the initiation, notification, deliberation, resolution, editing, announcement, and effectivity of the legislation and repeal of bylaws and regulations. However, if there is a proviso regarding the legislation and repeal of a rule attached to a certain bylaw, the proviso shall preferentially apply to that rule.

(4) The amendment of bylaws and regulations is to be initiated according to one of the following sub-paragraphs and initiated amendment of bylaws and regulations is resolved by vote in favor of $\frac{2}{3}$ of attended members of Central Operative Committee within 14 days after 5 days of initiation. Notice, deliberation, proclamation and effectivation must adapt each paragraph of Amendment of Constitution. However, for regulations affiliated to specific bylaws, it follows these in case there is special evidence for amendment.

1. Proposal by the Central Operative Committee.
2. Proposal by joint signature of $\frac{1}{3}$ or more of members of the Central Operative Committee.
3. Proposal by joint signature of $\frac{1}{4}$ or more of members of the General Student Representative Conference.
4. Proposal by joint signature of $\frac{1}{30}$ or more of members of the Undergraduate Student Council who have the right to vote.

Section 3. Interpretation and Rulebook

Article 192 (Interpretation) (1) When interpreting and applying the Constitution, the basis shall be on the linguistic meaning and context of each sentence, logical systematics of the Constitution as a whole, and the amendment history. Meanwhile, there must be caution against inhibition of the democratic operation of the Council and infringement on the individual rights of members.

(2) If a problem arises regarding the interpretation of the Constitution, the chairperson of the Central Operative Committee shall convene the Central Operative Committee to deliberate the problem. If necessary, the Central Operative Committee may request an expert to attend or explanatory material to be submitted. The result of deliberation shall be appended below the Constitution, accessible along with the Constitution at all times.

(3) This article also applies to bylaws and regulations. However, for autonomous regulations of subordinate boards, the Central Operative Committee can make and authoritative interpretation if the subordinate board so requests.

Article 193 (Rulebook) (1) The Central Operative Committee shall compile and distribute every year, the 『KAIST USC Rulebook』 containing all of the following materials. However, this is not necessary if none of the sub-paragraphs 1 to 4 were legislated or revised.

1. KAIST USC Constitution effective at the time of compilation.
2. Bylaws effective at the time of compilation.
3. Regulations effective at the time of compilation.
4. Autonomous regulations of subordinate boards effective at the time of compilation.
5. Amendment of KAIST USC Constitution that occurred within 3 years prior to the day of compilation.

(2) All subordinate boards the Council must cooperate in collecting autonomous regulations and distributing the rulebook.

Addendum

Addendum <This Article Wholly Amended Nov. 30, 2017.> The Constitution and bylaws shall enter into force after the 2017 Undergraduate Student Council term of office expires.

Election Implementation Bylaws

[KAIST Undergraduate Student Council Bylaws Paragraph 1]

Enforcement Date 30, November, 2017.

Chapter 1	General Provisions	1~7
Chapter 2	Voting Franchise and Electoral Eligibility	8~9
Chapter 3	Institutions	
Section 1	Central Election Committee	10~22
Section 2	Election Campaign Headquarters	23~26
Chapter 4	Election	
Section 1	Election Period and Election Day	27~29
Section 2	Electoral Register	30~34
Section 3	Candidate Registration	35~38
Section 4	Election Campaign	39~58
Section 5	Disciplinary Action	59~65
Section 6	Finance	66~72
Chapter 5	Voting and Ballot-counting	
Section 1	General Principle	73
Section 2	Voting	74~84
Section 3	Establishment of Vote	85~86
Section 4	Counting	87~88
Section 5	Being Elected	89~92
Section 6	Revoting	93~94
Chapter 6	Documents from Election	95~96
Chapter 7	Supplementary Provisions	97~98

Chapter 1 General Provisions

Article 1 (Purpose) The purpose of this Act is to contribute to the development of democratic politics by ensuring that the general elections prescribed by Chapter 7 of the 『KAIST USC Constitution』 are held fairly in accordance with the free will of the members of the Council and democratic procedures and by preventing any malpractice related to such elections.

Article 2 (Principle) (1) The general elections shall be universal suffrage, equal votes, direct election, and secret ballot in principle

(2) The general elections must establish democracy of the Undergraduate Student Council through active participation from all members of the Council.

(3) In proceedings of the general elections, democratic process and fairness must be top priority.

(4) The general elections shall abstain from excessive competition during the election and achieve a healthy culture of election.

Article 3 (Scope of Application) (1) This bylaw applies to elections in the following sub-paragraphs. However, in cases of sub-paragraph 2, the autonomous regulations of a subordinate board may override this bylaw through agreement with the Election Committee of the specific subordinate board.

1. KAIST USC Presidency Election
2. Department Student Council Presidency Elections consigned to the Central Election Committee, Freshman Student Council Presidency Elections, Undergraduate Student Clubs Union Presidency Elections, and Branch Presidency Elections

(2) The election of an autonomous board that does not consign the election to the Central Election Committee shall follow the autonomous rules of the board concerned. However, if the board does not have autonomous rules regarding the election or if the autonomous rules are insufficient, parts of this bylaw may apply through the agreement of the Election Committee and the candidates of the election.

Article 4 (Elector) For the purpose of this bylaw, the term "elector" means a person who has the right to vote.

Article 5 (Definitions) (1) For the purpose of this bylaw, "public service" indicates the following sub-paragraphs.

1. Representative of the Council
2. President or Presidency of an autonomous board that does not serve concurrently with the service of sub-paragraph 1
3. Chairperson of the Central Operative Committee and Directors of each department of the Central Operative Committee
4. Presidency of the Standing Committee
5. President of each branch of the Student Clubs Union
6. Chairperson of each Specialized Board
7. Chairperson of each Special Board

(2) For the purpose of this bylaw, “on-campus” indicates the following sub-paragraphs.

1. Gu-seong Main Campus
2. Munji Campus
3. Dormitories outside Main Campus
4. KAIST school buses

Article 6 (Cooperation for Election Affairs) The Central Operative Committee and other subordinate boards shall, upon a request by the Central Election Committee to cooperate for election affairs, preferentially comply therewith.

Article 7 (Responsibilities for Neutrality) The Central Operative Committee and all of its subordinate boards shall not exercise any unreasonable influence over the election or perform any act likely to have an effect of the election result.

Chapter 2 Voting Right and Electoral Eligibility

Article 8 (Voting Right) (1) A regular member of the Council and an associate member who is currently attending school shall have a voting right.

(2) The electoral register for the Undergraduate Student Council Presidency Election shall be compiled from the list of regular members registered up to the date of announcement for the preliminary candidates and the list of associate members registered up to the day before the election day.

(3) The voting right for the election of an autonomous board is limited to the regular members of the aforementioned autonomous board.

Article 9 (Electoral Eligibility) (1) A person must satisfy all of the following sub-paragraphs to be eligible for the Undergraduate Student Council Presidency Election.

1. Regular member of the Council
2. Approved by 1/20 or more of electors.
3. Not serving in any public service.

(2) A person must satisfy all of the following sub-paragraphs to be eligible for the President/Presidency Election of an autonomous board. The eligibility for the election of Branch Presidency of the Student Clubs Union shall follow the autonomous rules of each autonomous board.

1. Regular member of the autonomous board
2. Approved by 1/20 or more of electors of the autonomous board.
3. Not serving in any public service.

Chapter 3 Institutions

Section 1 Central Election Committee

Article 10 (Purpose) The resolution and executive power of Central Election Committee is delegated from the Central Operative Committee, to ensure that the general elections are held fairly in accordance with democratic procedures.

Article 11 (Duties and Authorities) The Central Election Committee shall attend to the following affairs.

1. General planning and proceeding of the general elections.
2. Promotion of the timeline and related issues of the general elections.
3. Preparing the electoral register, establishing polling stations, proceeding ballot-counting, and other work regarding the election and ballot-counting.
4. Actions to ensure the democracy and fairness of the general elections.
5. Ensure that the general elections are policy-oriented and improve the electors' right to know.
6. Collaborate with in-school press media regarding the reports of the general elections.
7. Surveillance of the Election Campaign Headquarters according to this bylaw.
8. Take disciplinary action if any Election Campaign Headquarters violates this bylaw.
9. Collaborate with each Election Campaign Headquarters for smooth progress of the general elections.

Article 12 (Members) (1) The Central Operative Committee shall gather a Central Election Committee composed of 5 or 7 or 9 members 30 days before the election day.

(2) A member of the Central Election Committee shall be a member of the Council who has voting right and is recommended by the Central Operative Committee.

(3) A member of the Central Election Committee does not lose the position after the election, unless the member is dismissed, the Central Election Committee is dissolved, or the member resigns.

Article 13 (Chairmanship) (1) The Chairperson represents the Central Election Committee and is in charge of the work. The vice-chairperson supports the Chairperson and acts on behalf of the Chairperson in case of accidents.

(2) The presidency is elected within the Central Election Committee

Article 14 (Office) Once the Central Election Committee is formed, the Central Operative Committee, through the cooperation of subordinate boards, assigns an office for the Central Election Committee to use during the election.

Article 15 (Duties) (1) Members of the Central Election Committee shall ensure that the general elections are held fairly in accordance with democratic procedures.

(2) Members of the Central Election Committee shall not exercise any unreasonable influence over the election or perform any act likely to have an effect on the election result.

(3) Members of the Central Election Committee are not eligible for any of the elections within the Council and its subordinate boards. Members of the Central Election Committee are not allowed to participate in any election campaign or join any Election Campaign Headquarters. This is applicable even after are dismissal or resignation.

(4) Members of the Central Election Committee shall adhere to the 『KAIST USC Constitution』 and its bylaws, and tend to the proceedings of the election with responsibility.

Article 16 (Dismissal of Member) (1) A member of the Central Election Committee shall not be dismissed unless the member is applied to any of the following cases.

1. Where the member exercises unreasonable influence over the election or performs some act likely to have an effect on the election result.
2. Where the member violates the Constitution and/or this bylaw while performing duty or greatly undermines the fairness of the election.
3. Where the member registers as a candidate of the election or joins an Election Campaign Headquarters.
4. Where the member is not a member of the Council.
5. Where the member is found to have no right to vote.

(2) Demand of dismissal for a member of the Central Election Committee shall only be made by persons in the following sub-paragraphs.

1. A member of the Central Operative Committee.
2. A member of the Central Election Committee.
3. The campaign manager of an Election Campaign Headquarters.

(3) When a demand of dismissal for a member of the Central Election Committee is received, the Central Operative Committee shall deliberate and decide the matter immediately. However, demand of dismissal made according to paragraph 2, sub-paragraphs 2 and 3 may be deliberated by the Central Election Committee.

(4) If the Central Election Committee decides the dismissal for a member of the Central Election Committee, the decision shall be resolved when 2/3 or more of registered members are present and 2/3 or more of present members vote in favor of the resolution. But, the member who is the subject of the demand of dismissal does not have right to vote in this case, and this member is excluded from the registered member count.

Article 17 (Resignation and Supplementary Appointment of Members) (1) A member of the Central Election Committee shall not resign unless it is inevitable.

(2) If a member of the Central Election Committee resigns or is dismissed, the Central Election Committee may appoint a supplementary member. The supplementary appointment shall be decided when 2/3 or more of registered members are present and 2/3 or more of present members vote in agreement.

(3) When there is a change of members due to resignation, dismissal, or supplementary appointment, the Central Election Committee shall report this immediately.

Article 18 (Convocation) (1) A meeting of the Central Election Committee shall be convened by the chairperson according to one the following sub-paragraphs.

1. Request by chairperson
2. Request by joint signature of 1/3 or more of registered members of the Central Election Committee.

3. Request by the campaign manager of an Election Campaign Headquarters.
- (2) When a meeting is convened, the chairperson shall immediately notify the convocation and time of meeting to each member. If the convocation is not notified, the resolution of the meeting shall be nullified.
- (3) The campaign manager of each Election Campaign Headquarters shall attend the meeting of Central Election Committee in the following cases. The campaign manager may delegate the role to one member of his/her Election Campaign Headquarters to attend the meeting. Provided, that Central Election Committee shall notify each Election Campaign Headquarters about the meeting 6 hours before convocation
 1. When the meeting of Central Election Committee is convened according to paragraph 1, sub-paragraph 3.
 2. When restriction of election campaigns is necessary or disciplinary action against election campaigns needs to be taken.
 3. When the chairpersons deems it necessary to convene a meeting.
- (4) If the Central Election Committee deems it necessary, press media may attend.

Article 19 (Quorum) A meeting of the Central Election Committee shall be commenced with the presence of a majority of the registered members, and any resolution thereof, without any additional clauses on the matter, shall require the concurring votes of a majority of the members present.

Article 20 (Meeting of Campaign Managers of each Election Campaign Headquarters) The chairperson of the Central Election Committee may convene a meeting of the chairperson and the campaign managers of each Election Campaign Headquarters, to discuss details of the candidate forum and other affairs during election campaign.

Article 21 (Minutes) minutess of the Central Election Committee shall be secured until the end of the election, but reported to the Central Operative Committee after all work regarding the election is closed.

Article 22 (Task Force) (1) The Central Election Committee may appoint the following persons to assemble an task force, in order to proceed with affairs regarding the election.

1. Members of the Central Operative Committee
2. Execution officers of each subordinate board of the Council.
3. Recruited regular members of the Council.

(2) The Central Operative Committee and each subordinate board of the Council shall cooperate as much as possible when the Central Election Committee requests an execution group.

Section 2 Election Campaign Headquarters

Article 23 (Election Campaign Headquarters) (1) An Election Campaign Headquarters is a voluntary organization of members of the Council, aiming for the election of its candidate via

election campaigns, and expressing opinions and developing policies regarding current issues to provide assistance for members of the Council to form political opinions.

(2) Each Election Campaign Headquarters consists of an election candidate, a campaign manager, and Election Campaign Headquarters members. However, an Election Campaign Headquarters of an autonomous board may neglect to include Election Campaign Headquarters members.

(3) The campaign manager and members of each Election Campaign Headquarters shall be members of the Council or the board concerned.

(4) Any issue addressed to the Central Election Committee by an Election Campaign Headquarters shall be done so through the campaign manager at all times.

Article 24 (Establishment of Election Campaign Headquarters) (1) Each Election Campaign Headquarters may announce recruitment of its members after the election announcement occurs.

(2) Each Election Campaign Headquarters shall elect one campaign manager from among its members. If the campaign manager cannot continue his/her work due to inevitable reasons, the campaign manager may be re-elected and accordingly reported to the Central Election Committee.

(3) Each Election Campaign Headquarters may add Election Campaign Headquarters members after applying for candidate registration: Provided that each Election Campaign Headquarters shall submit a list of added Election Campaign Headquarters members to the Central Election Committee, and the added member shall engage in election campaign after deliberation of the Central Election Committee.

(4) If an Election Campaign Headquarters member resigns, the Election Campaign Headquarters shall report this to the Central Election Committee immediately. The resigned Election Campaign Headquarters member cannot be appointed or elected for any public service until the end of the election.

Article 25 (Persons Barred from Joining Election Campaign Headquarters) The following persons shall not join in an election campaign.

1. Persons who have no right to vote in the election
2. Members of another Election Campaign Headquarters of the same election
3. Persons serving a position in public service
4. Members of the Central Election Committee

Article 26 (Duties and Responsibilities) (1) Each Election Campaign Headquarters shall conduct an election campaign for the election of the relevant candidate.

(2) Each Election Campaign Headquarters shall dispatch poll-watchers and ballot-counting observers to ensure the fairness of voting and ballot-counting.

(3) Each Election Campaign Headquarters shall endeavor to ensure that the general elections are democratic and fair.

(4) Each Election Campaign Headquarters shall adhere to the Constitution, Election Implementation Bylaws, and the resolution made by the Central Election Committee and Election Campaign Managers Meetings.

(5) Each Election Campaign Headquarters shall endeavor to ensure that the general elections are progressive elections of policies.

(6) Each Election Campaign Headquarters shall cooperate with Central Election Committee for the general elections to proceed smoothly.

Chapter 4 Elections

Section 1 Election Period and Election Day

Article 27 (Establishment of Election Period) (1) The Central Election Committee shall establish the election period in accordance with the election day established by the Central Operative Committee.

(2) If it is impossible to hold the election during election period due to natural disasters or other unavoidable reasons, the Central Election Committee may reschedule the election.

(3) The Central Election Committee shall decide postponement of the election and the changed schedule.

Article 28 (Election Period) (1) The general elections period is comprised of the following sub-paragraphs.

1. Day of general elections announcement
2. Preliminary candidate registration period
3. General elections consignment period
4. Candidate registration period
5. Election campaign period
6. Election day(s)
7. Ballot-counting day

(2) The Central Election Committee shall decide the election period as follows: the general elections consignment period shall be until 2 days before the start of candidate registration period, the preliminary candidate registration period shall be maximum 3 days, the candidate registration period shall be 3 to 5 days, the election campaign period shall be minimum 7 days, until the day before the election, the election day(s) shall be maximum 2 days, and ballot-counting shall begin immediately after voting ends. However, Saturdays, Sundays, and holidays shall not be counted even if the schedule continues during those days.

Article 29 (Announcement of Election Period and Other Details) (1) The Central Election Committee shall make the general elections announcement, containing information about the election period and other matters regarding the election, at least 3 weeks before the election day. However, in cases that apply to Article 22, paragraph 2, the announcement shall be made within 2 days after the unavoidable circumstances are alleviated.

(2) The Central Election Committee shall announce the following on the day of general elections announcement.

1. Confirmed election period
2. Method of election, such as advance polling details
3. Documents for preliminary candidate registration

4. Documents for candidate registration
 5. Signature of recommendation papers for candidates
 6. Documents for consignment of autonomous boards elections
 7. List containing members and the chairperson of the Central Election Committee
 8. Vow made by the Central Election Committee members according to Article 14.
- (3) The Central Election Committee shall announce the status report for general elections consignment within 24 hours after the termination of general elections consignment period for autonomous boards.

Section 2 Electoral Register

Article 30 (Preparation of Electoral Register) (1) The Central Election Committee shall survey persons who have right to vote and prepare the electoral register due midnight on the day of announcement of preliminary candidate registration.

(2) The electoral register shall include the elector's name, major, student ID, and other necessary matters.

(3) The Central Election Committee shall keep the electoral register during election period. No person shall photograph, copy, or leak the electoral register.

Article 31 (Public Inspection of Electoral Register) (1) The Central Election Committee shall offer the electoral register for public pursuit in a predetermined place from the next day of the date stated in Article 25, paragraph 1 until the day before the election day.

(2) Any elector may freely pursue the electoral register: Provided that the perusal of the electoral register on the Internet homepage shall be limited to the information pertaining to the elector himself/herself.

Article 32 (Objection) (1) An elector may, upon finding an omitted or misspelled entry or an ineligible elector in the electoral register, file an objection with the Central Election Committee during inspection period.

(2) The Central Election Committee shall, upon receiving the objection as provided in paragraph 1, examine and decide on it, by the date following the date when the objection is raised, but if deciding that the objection is well-grounded, shall immediately correct the electoral register and notify the person who has raised the objection, and if deciding that the objection is groundless, shall notify the person who has filed the objection.

Article 33 (Relief of Persons Omitted in Electoral Register) (1) Where the Central Election Committee makes an error so that a rightful elector is found to be omitted in the electoral register, until the day preceding the date when the electoral register becomes final as provided in Article 29, the elector in question may request the Central Election Committee to enter the omitted person in the electoral register.

(2) The Central Election Committee shall, upon receiving a request as provided in paragraph 1, examine and decide on it by the day following the date when the request is submitted, but if deciding that it is well-grounded, shall immediately correct the electoral register and notify

the person who has submitted the request thereof, and if deciding that it is groundless, shall notify the person who has submitted the request.

Article 34 (Finalization and Effects of Electoral Registers) (1) If there are changes in the list of electors due to reasons other than as stated in Article 20, paragraph 2 and Article 32, paragraph 2, the Central Election Committee may examine and correct the electoral register. (2) An electoral register shall be finalized on the day before the election day, and such electoral registers shall be valid only for each relevant election. (3) The Central Election Committee shall announce the finalization of the electoral register.

Section 3 Candidate Registration

Article 35 (Running Mates) A candidate for KAIST USC President shall run together with a KAIST USC Vice President on a joint ticket during the election.

Article 36 (Preliminary Candidate Registration) (1) A person who is eligible for the KAIST USC Presidency election and intends to be a candidate shall submit, during the preliminary candidate registration period, in writing and via e-mail, the preliminary candidate registration documents and signature of recommendation papers announced by the Central Election Committee.

(2) The preliminary candidate registration documents shall include all of the following.

1. Name of the preliminary candidate
2. Major
3. Number of semesters attended
4. Punishment status and reason for punishment
5. Number of scholastic probations
6. Profile of the preliminary candidate
7. Motive for running as preliminary candidate

(3) The Central Election Committee shall examine preliminary candidates by inspecting the preliminary candidate registration documents, approve registration of the preliminary candidates who meet the qualification of registration, and announce the registered preliminary candidates and their documents within 24 hours from the termination of preliminary candidate registration period.

(4) If there is any defect in the preliminary candidate registration documents, the Central Election Committee shall accept correction within 8 hours from the termination of the preliminary candidate registration period, but also give out 1 formal warning to the candidate concerned.

(5) Elections consigned from autonomous boards shall not go through preliminary candidate registration process.

Article 37 (Candidate Registration) (1) Preliminary candidates of the KAIST USC Presidency Election, who have been approved to register, shall submit the following documents within candidate registration period.

1. Candidate registration documents announced by the Central Election Committee.

2. Signature of recommendation papers signed by 1/20 or more of electors.
3. List of Election Campaign Headquarters members including their names, majors, and student IDs.
4. Transcript and other documents proving number of semesters attended and number of scholastic probations.
5. Punishment status and reason for punishment along, with documentary evidence.
6. Electronic copies of subparagraph 1 and 3, completed policy descriptions, and an electronic document of the draft for the poster.

(2) Candidate registration documents shall include the following.

1. Name of the candidate.
2. Name of the Election Campaign Headquarters.
3. Name of the campaign manager.
4. Photo of the candidate.
5. Election promises.

(3) A person who is eligible for a consigned election of an autonomous board and intends to be a candidate of said election shall submit the following documents during the preliminary candidate registration period.

1. Documents according to Article 1, paragraph 1, 3, 4, and 5.
2. Documents proving that the person is eligible for the election, according to autonomous rules of the autonomous board concerned.
3. Signature of recommendation papers signed by 1/20 or more of electors.
4. Electronic copies of documents according to Article 1, paragraph 1 and 3

(4) The Central Election Committee shall announce the registered candidates and their documents within 24 hours from termination of candidate registration period.

(5) If there is any defect in the candidate registration documents, the Central Election Committee shall notify the concerned Election Campaign Headquarters within 12 hours after termination of the candidate registration period. The Central Election Committee shall accept correction within 24 hours from termination of the candidate registration period, but also give out 1 formal warning to the candidate concerned.

(6) The Election Campaign Headquarters shall not assign numbers to any registered Election Campaign Headquarters. The Central Election Committee shall arrange registered the Election Campaign Headquarters in order from largest number of signatures of recommendation to the smallest.

Article 38 (Signature of Recommendation for Candidates) (1) Signature of recommendation shall be signed from after the announcement of preliminary candidates until termination of candidate registration period. Any act of signing recommendation shall be considered as premature electioneering.

(2) Signature of recommendation shall only be signed on-campus.

(3) Signature of recommendation shall not be signed through election campaigns. If this is violated, the Central Election Committee shall give 1 formal warning to the Election Campaign Headquarters concerned.

(4) Signature of recommendation papers shall include only the following information.

1. Name of candidate.
2. Photo of candidate.
3. Profile of candidate.

4. Motive for running as candidate.

5. Signature of recommendation.

(5) Signature of recommendation should contain name, major, student number, signature, and reason for the recommendation. If any of these is not included, signature of recommendation is invalid.

Section 4. Election Campaign

Article 39. (Election Campaign) (1) Election campaign consists of all sorts of action for specific candidate to be elected. Following actions mentioned in following sub-paragraph are not considered as one.

1. Simple expression of the council's member about election/candidate

2. Normal activity of subordinate board or organization

3. Preparation for candidacy or election campaign

4. Act of encouraging voting

(2) Campaigning for a specific candidate, excluding simple expression of support or dissent on the council's member or candidate for any organization, can be done only by corresponding candidate or regular member of campaigning team.

Article 40. (Vote encouragement) Following actions mentioned in each sub-paragraph are not allowed

1. In case of visiting dormitory rooms

2. In case of expression of specific candidate is included

3. In case of using banner, prints, recorder, camcorder, public address system, shoulder girdle, label or any other indicator which contain signature/picture of specific candidate or content which allows audience to infer the title and signature.

Article 41. (Election Campaign Period) Election campaigning can be started a day after candidacy notice and until a day before voting. It will be considered as premature electioneering if violated.

Article 42. (Place for Election campaign) Election Campaign can be done only within the campus excluding visiting dormitory rooms.

Article 43. (Restriction on Election campaign of Subordinate board and press) (1)

Press (KAIST Times, KAIST Herald, VOK and etc.) should discuss with Central Undergraduate Election Committee in order to express opinion related to the election.

(2) If there's support or dissent on specific candidate from the council's subordinate board or press, corresponding candidate's campaign team can claim to Central Undergraduate Election Committee about it and the committee can enforce sanction on each organization.

Article 44 (manner of election campaign) Election campaign of campaign team can be done by following manner mentioned in each sub-paragraph

1. Individual electioneering

2. Joint Electioneering

3. Participating on candidate debate/interview

4. Publishing and distributing propaganda
5. Organizing and operating internet-based election campaign base
6. Wearing campaign team uniform
7. Any other action for the election

Article 45(Individual electioneering) (1) Individual electioneering consists of all sorts of propaganda that each candidate and members of campaign team practice as election campaign.

(2) Each campaign team can freely operate individual electioneering. But, if there's any possibility of causing inconvenience due to excess noise or any harm is done, 1 corrective order is given.

(3) One campaign team cannot possess one specific place exclusively. If violated, 1 corrective order is given.

Article 46(Joint electioneering) (1) Joint electioneering consists of propaganda which candidates of all campaign team participates under supervision of Central Undergraduate Election Committee

(2) Place, time and order for the joint electioneering are set in meeting of Campaign team heads

(3) Candidate cannot leave until the end of joint electioneering. If a candidate does not arrive on time or leaves before the end of electioneering, 1 warning is given to corresponding campaign team.

(4) Candidate cannot disturb during other candidate's electioneering nor distribute his/her propaganda.

(5) Chairman of Central Undergraduate Election Committee emcees the joint electioneering.

Article 47(Candidate debate) (1) Central Undergraduate Election Committee holds candidate debate after coming to an accord with press.

(2) Candidacy for the undergraduate student council presidency must attend to candidate debate and place, time and format is set in meeting of head of campaign teams. If candidate does not arrive on time or leaves before the end, 1 warning is given to corresponding campaign team.

(3) Candidate debate consists of presenting candidate's view, question and answer between press or selected panel and candidate, free debated regarding specific topic and documentary interview of attendant.

(4) Central Undergraduate Election Committee can publish part of questionnaire for the fair progression of candidate debate.

(5) Chairman of Central Undergraduate Election Committee emcees the candidate debate. IF put in accord, press can emcee.

(6) The content of candidate debate can be published on proper media after putting an accord between Central Undergraduate Election Committee and each press.

Article 48(Propaganda) (1) Propaganda basically consists of common policy booklet, mimeographed copy, published items, and online propaganda and the rest will be considered as other propaganda.

(2) Campaign team must ask for permission for the propaganda to Central Undergraduate Election Committee before 12 hours of distributing it. If violated, 1 warning is given to

corresponding campaign team.

(3) If propaganda does not meet standard of premature review, 1 corrective order is given.

Article 49(Common Policy booklet) (1) Policy booklet consists of B5 sized printed matter published by Central Undergraduate Election Committee in order to explain each campaign team's election promise to the public.

(2) Each campaign team for the undergraduate student council presidency must submit at least 10 to at most 36 pages of content written in Korean and at least 4 to at most 12 pages of English content within candidacy registration period.

(3) Common policy booklet will be published and distributed by Central Undergraduate Election Committee and each campaign team after the review of Central Undergraduate Election Committee.

(4) Cost for making common policy booklet will be preferentially allocated from Central Undergraduate Election Committee's budget.

Article 50(Printed matter) (1) Printed matter consists of below A3 sized and below 12 pages printed propaganda.

(2) Printed matter is limited to less than 4 types for each campaign team.

Article 51(publication) (1) Publication consists of a wall poster, poster, banner and any other printed propaganda which can be attached.

(2) Each campaign team submits at most 3 type of A2 sized draft including 1 for representative poster.

(3) In case of posters, 3 copies can be attached to each wall for each campaign team. However, manner of attachment indicated in following sub-paragraph will not be allowed and if violated, 1 warning is given .

1. Act of attaching on the ceiling
2. Act of attaching on the floor
3. Act of attaching on stairs
4. Act of attaching windows or glass doors
5. Act of attaching which possibly causes physical harm
6. Act of attaching on a place where it's not allowed by administrative regulation.

(4) Each campaign team can post at most 10 banners of 110cm*720cm if horizontal and 110cm*900cm if vertical.

(5) Every publication must contain date of removal and contact of head of the campaign team.

Article 52(Online propaganda) (1) Each campaign team can use online media mentioned in following sub-paragraphs. However, permission of Central Undergraduate Election Committee is required prior to the first usage.

1. Webpage of each campaign team
2. Social media account
3. ARA
4. Social media, Messenger, Cell phone text, smartphone messenger or e-mail.
5. Any other online media which campaign team prefers using

(2) According to Section 1 Article 4, one must indicate a way to refuse receiving clearly to receivers, and it must be immediately applied if refused. Each campaign team must report

within 6 hours the content, sending time, and sending target to Central Undergraduate Election Committee via e-mail if any group message is sent.

(3) Campaign team can publish permitted propaganda such as image or video file online according to the Section 1.

Article 53(Campaign team uniform) (1) Each campaign team can use campaign team uniform for the electioneering, and to do so, Central Undergraduate Election Committee's permission is needed in advance.

(2) Campaign team uniform must contain design which indicates that it's uniform for specific campaign team clearly

(3) Campaign team uniform is limited to 2 types for each Campaign team.

(4) Campaign team uniform can only be worn within campus.

Article 54(propaganda song) (1) Each campaign team can produce propaganda songs by modifying lyrics and etc. and in order to use it, Central Undergraduate Election Committee's permission is required in advance.

(2) Propaganda song is limited to 4 types for each campaign team

Article 55(poll and signature collecting campaign) During electioneering, if poll or signature collecting campaign is proceeded in name of campaign team, Central Undergraduate Election Committee's permission is required.

Article 56(Sanction against spreading or publishing false information) (1) If false information is contained in propaganda or campaign, campaign team must revise or replace all the publication within time indicated by Central Undergraduate Election Committee.

(2) If candidate or member of campaign team spread false information, Central Undergraduate Election Committee orders for revision and apology of corresponding candidate, and must publish it. However, campaign team's revision and apology must be published from 8 to 24 of next day.

Article 57(Illegal Electioneering) (1) Actions mentioned in following sub-paragraph consist of illegal electioneering.

1. Buying off or interest inducement for electioneering

2. Distributing goods for electioneering

3. Inducing invalid voting

4. Disturbing the freedom to vote

5. Direct/indirect election disturbance abusing title.

6. Disturbing electioneering or damaging publication

7. Disturbing the exercise of right to vote or voting procedure

8. Disturbing duties of Central Undergraduate Election Committee

9. Spreading false information regarding the election

10. Personal harassment toward candidate

11. Electioneering by non-member of campaign team or unidentifiable personal as a formal member of campaign team

12. Electioneering in restricted area

(2) In case of illegal electioneering, Central Undergraduate Election Committee gives warning if it is identified as intentional, caution if identified as unintentional.

(3) One who spotted illegal electioneering can report to Central Undergraduate Election Committee.

Article 58 (et cetera) If any other concerns regarding election rather than stipulated matters in bylaws occurs, Central Undergraduate Election Committee's discussion result will have power.

Section 5 Disciplinary Action

Article 59(Disciplinary Action) (1) Central Undergraduate Election Committee can impose a discipline if a campaign team is judged to do a harmful act toward the election.

(2) Central Undergraduate Election committee can impose additional discipline if campaign team did not correct disciplined act or repeats it.

(3) Central Undergraduate Election Committee can impose a discipline if campaign team does not follow the order of the committee or it clearly defames the committee.

Article 60(Types of disciplinary action) (1) Types of disciplinary action are classified into correction orders, attention and warning.

(2) If 2 correction orders are given for the same act, it will become 1 attention.

(3) If 2 attentions are accumulated, it becomes 1 warning

(4) if 3 warnings are accumulated, candidacy of the corresponding campaign team will be deprived.

Article 61(Correction order) For the following actions mentioned in sub-paragraphs, Central Undergraduate Election Committee gives 1 correction order to the campaign team.

1. When article 24 or article 25 regarding constitution of campaign team is violated

2. When signature is collected outside the campus regarding article 38, paragraph 2

3. When electioneering is done in place rather than space mentioned in article 42

4. When article 45 regarding individual electioneering is violated

5. When propaganda does not meet regulated size mentioned in article 48, paragraph 3.

6. When campaign team's uniform does not meet the regulation according to Article 53, paragraph 2

7. Others which does not affect election profoundly, but clearly violated bylaws or rules.

Article 62 (Attention) Central Undergraduate Election Committee gives 1 attention for the case mentioned in following sub-paragraphs.

1. When campaign team does not correct the act within 2 hours after receiving correction order

2. Head of campaign team or delegated member does not respond to the call up mentioned in Article 18, paragraph 3.

3. If a election campaigner, other than the Head Campaigner under Article 23 Paragraph 4, has expressed a direct opinion regarding election to the Central Election Committee

4. If group speech regulations under Article 46 has been violated

5. If Candidate Debate regulations under Article 47 has been violated
6. If propaganda not meeting the requirements of Article 48 Paragraph 2 have been distributed or posted
7. If online propaganda violating regulations under Article 52 has been posted
8. If Election Campaign Clothing regulations under Article 53 has been violated
9. If Election Campaign Song regulations under Article 54 has been violated
10. If survey or signature campaign regulations under Article 55 has been violated
11. If any part of the Election Campaign such as propaganda or speech include material that may harm fair election, such as slander against another candidate or another Election Campaign Headquarters
12. Any other action done by the Election Campaign Headquarters that evidently harms a fair election

Article 63(Warning) (1) For each Sub-Paragraph the Central Election Committee gives the respective Election Campaign Headquarters one warning

1. If an act of caution has not been fixed within 2 hours of receiving caution
2. Under Article 36 Paragraph 4, if a reserve candidate registration document from has been incomplete before the deadline and completed within 8 hours after the deadline
3. Under Article 37 Paragraph 5, if a candidate registration document has been incomplete before the deadline and completed within 24 hours after the deadline
4. Under Article 38 Paragraph 3, if recommendation signature has been done by a Campaign
5. Under Article 38 Paragraph 1 or Article 41, if Pre-Election Campaign has been conducted
6. Under Article 44, if Election Campaign has been conducted by a non-approved Election Campaign Headquarters
7. Under Article 56, if false information regarding a Candidate or an Election Campaign Headquarters for the advantage or disadvantage of a certain Candidate has been announced
8. If Election Campaign funds surpass the limit under Article 69
9. Any other action such as illegal Election Campaign given in Article 57 that is evident to ruin fair election or have significant impact on the election.

(2) An Election Campaign Headquarters that has received a warning must post a public apology on places specified by the Central Election Committee and any online Election Campaign sites within twelve hours.

Article 64(Announcement of Disciplinary Action) Central Election Committee must announce the target, type, and reason of action within 24 hours of the action

Article 65(Objection) (1) Each Election Campaign Headquarters may raise an objection within 24 hours of the Disciplinary Action

(2) If an objection under Paragraph 1 has been raised, the Central Election Committee must deliberate within 24 hours of the announcement, and notify the Election Campaign Headquarters when the objection had failed.

(3) If an objection has been accepted, the Central Election Committee must announce the cancel of the Disciplinary Action and the reason immediately after the deliberation.

Section 6 Finance

Article 66(Budget) The financial needs for the Election is appropriated by Central Account of the Student Council Fee and University Support Grant.

Article 67(Management of Budget) (1) Budget from the Central Account of the Student Council Fee must be placed inside the bank.

(2) Any usage of Budget must have a receipt, and the Central Election Committee must denote a member of the Central Election Committee as a accounting manager in charge of openly recording accounting details.

Article 68(Election Expenses) (1) Election Expenses include any expenses(cash, goods, debt, and any other material worth money) that a candidate and Election Campaign Headquarters used for campaign, and includes expenses for illegal Election Campaign

(2) Election Expenses are composed of Election Campaign Support Grant and personal wealth of the Election Campaign Headquarters.

Article 69(Upper Bound of Election Expenses) (1) The upper bound for election of Undergraduate Student Council President is 3,500,000 won for each Election Campaign Headquarters

(2) The upper bound for election of Autonomous Board members is 1,000,000 won for each Election Campaign Headquarters

Article 70(Election Campaign Support Grant) (1) Election Campaign Support Grant is made by University Support Grant

(2) The Election Campaign Support Grant may be used for handouts, posts, clothing etc.

(3) The upper bound for Election Campaign Support Grant are given in the following Sub-Paragraphs

1. Maximum of 2,000,000 won for Undergraduate Student Council Election

2. Maximum of 500,000 won for Autonomous Board Election

(4) An Election Campaign Headquarters that wishes to use Election Campaign Support Grant must submit a budget to the Central Election Committee to be deliberated, and if the budget has passed the deliberation, it must be conducted under the presence of an official from the Central Election Committee

Article 71(Audit of Election Campaign Headquarters) (1) The Central Election Committee must audit the Election Campaign Headquarters, and release the results.

(2) Each Election Campaign Headquarters must collect and group all election settlement and receipt and submit it to the Central Election Committee 12 hours before Election Day

Article 72(Settlement) The Central Election Committee must submit all accounting documents including receipts and any documentary evidence to the Central Operative Committee after the election

Chapter 5 Voting and Ballot-counting

Section 1 General Principle

Article 73(Definitions) Words regarding voting and counting are defined in the Sub-Paragraphs below

1. Multiple vote count: $(\text{number of votes made by voters that made more than 1 vote}) / (\text{number of voters that made more than 1 vote})$
2. Proxy vote count: Out of the voters that did not make more than 1 vote, the number of people caught to vote in the name of someone other than themselves.
3. Apparent vote count: $(\text{Number of votes in electoral register}) - (\text{Multiple vote count}) - (\text{proxy vote count})$
4. Apparent vote rate: $(\text{Apparent vote count}) / (\text{Number of eligible voters})$
5. Actual vote count: The number of ballot from all ballot boxes during counting
6. Actual vote rate: $(\text{Actual vote count}) / (\text{Number of eligible voters})$
7. Error: Absolute value of the difference of Apparent vote count and Actual vote count.
8. Percent Error: $(\text{Error}) / (\text{Number of eligible voters})$
9. Vote rate: $(\text{Number of votes a given Election Campaign Headquarters and the candidate received}) / (\text{Actual vote count} - \text{Nullified vote count})$

Section 2 Voting

Article 74(How to Vote) (1) Voting method for general election is balloting
(2) To make an easy vote for voter or absentee, the voting may also be done by methods such as electronic, mobile, or early voting. Central Election Committee has the right to decide regulations on this manner

Article 75(Vote Date and Duration) (1) Vote will be held for a maximum of 2 days
(2) Vote duration will be from 8:30 to 22:30. But, if the Central Election Committee and all of the Election Campaign Headquarters agree, voting times for Undergraduate Student Council Presidency and Autonomous Organizations may be changed. Any time change must be made so that the voting date is the same

Article 76(Designation and Regulating Voting Ballots) (1) The placement must be decided and announced by the Central Election Committee five days before the election by the latest
(2) The Central Election Committee may change the voting ballots during election. However, the changes must make minimal disruptions for the voters, and the reasons and results of the change must be immediately announced
(3) The Central Election Committee must place guidance posters such as explanation and regulations of voting and the ballot. Any other propaganda is not allowed
(4) For smooth voting, the Central Election Committee must place at least one Vote Regulator at each ballot, and the Vote Regulator is decided from the member of the Central

Election Committee, Voting Affairs Staff, and any other person chosen by the Central Election Committee

(5) Form each ballot's Vote Regulators, the Central Election Committee decides an Central Election Committee member as Voting Regulation Chief. The Voting Regulation Chief gives appropriate task and cautions to the Vote Regulators. When unavoidable, a Vote REgulator not a member of the Central Election Committee may become a Voting Regulation Chief

Article 77(Ballot Paper) (1) Ballot Papers are made separately for each general Undergraduate student council vote and any Autonomous Organization vote by Central Election Committee.

(2) The Ballot Paper can only include the name of each candidate and Election Campaign Headquarters

(3) If there are more than 2 Election Campaign Headquarters, they are ordered according to the number of recommendation signatures

(4) The Ballot Paper must include a "None" option with identical size to any other candidate's option

(5) Each Ballot Paper must include an approval section for the Central Election Committee

(6) To avoid a vote ink's transfer to multiple candidate's sections, the Ballot Paper must include a dotted line in middle that will avoid any transfer of ink

(7) To avoid a voter's nullification due to the inability to read which candidate was voted, the distance between candidate's sections must be larger than the diameter of the balloting tool

Article 78(Verification of Voter) (1) Verification is made according to the Voter List

(2) If a member of a certain Central Election Committee is caught making illegal votes such as multiple or proxy votes by him/herself or through another person, the case must be heavily invested and announced, and the Election Campaign Committee may lose its rights if necessary

Article 79(Order of Vote) (1) The receiving and marking of a ballot paper are done in the order of the the following sub-paragraphs.

1. Verification of individual through student ID or other identification(Proof of Attendance, Driver's License, Resident Registration Certificate, Passport etc with picture) by the Vote Regulator
2. Verification of Voter List
3. Voter's signature
4. Verification of the ballot paper by Vote Regulator
5. Paper is given to voter
6. Marking and voting

Article 80 (Voting Witness) (1) Each Election Campaign Headquarters may place one voting witness per ballot to look over voting

(2) Voting Witness must be chosen as the candidate or a member of the Election Campaign Headquarters and must be told to the Central Election Committee

(3) In the case in which it is difficult for one person to be a Voting Witness for a long time, another member of the Election Campaign Headquarters may take their place, and the Voting Regulation Officer of the ballot must be notified immediately

(4) If a Voting Witness from a certain Election Campaign Headquarters fails to show, that

Central Election Committee cannot object to matters decided by the Central Election Committee and opposing Election Campaign Headquarters

Article 81(Raise of an objection by a Voting Witness) (1) If the Voting Witness has an objection they may raise an objection to the Voting Regulation Chief

(2) If there is an objection, the voting is stopped until a decision is made by the Voting Regulation Chief. However, if no decision is made within a hour, the matter is sent to the Central Election Committee and the voting continues.

Article 82(Illegal Action by the Voting Witness) (1) If the Voting Witness conducts an illegal action inside the ballot, if the Voting Regulation Chief and all other Voting Witness agree unanimously, the Voting Regulation Chief commands the Voting Witness to exit, and the Election Campaign Headquarters cannot raise any objection.

(2) Illegal Action by the Voting Witness is defined in the following sub-paragraphs.

1. Any action that disturbed voting or a disturbance.
2. Election Campaign
3. Encouragement of voting
4. Not wearing the name tag with the Voting Witness's name and the associated Election Campaign Committee provided by the Central Election Committee.

5. Any other action claimed illegal by the Central Election Committee.

Article 83(Movement of Ballot Box Before Vote) (1) Each ballot box must be locked under the supervision of a member of the Central Election Committee and Election Campaign Headquarters Captain.

(2) Any material needed for voting such as locked ballot box, ballot paper, and Voter List are moved to the ballot by the Vote Regulators and Voting Witnesses.

Article 84(Movement of Ballot Box After Vote) (1) At the end of each vote day, each ballot box's lock and slot must be sealed and branded by the Voting Regulation Chief under the supervision of the Voting Witnesses.

(2) The Voting Regulation Chief receives verification that the Ballot Box is safe from each Voting Witness of the ballot before moving the box.

(3) Any material needed for voting such as locked ballot box, leftover ballot paper, and Voter List are moved to the Central Election Committee by the Vote Regulators and Voting Witnesses.

Section 3 Establishment of Vote

Article 85(Condition of Establishment) The Election is Established after the vote period.

Article 86(Extended Vote) If the Apparent Vote Rate is less than 50%, the Central Election Committee may decide 1 day from the next 5 days to do an Extended Vote

Section 4 Counting

Article 87(Counting) (1) After the Voter List is complete, and if the Apparent Vote Rate is over 50%, the Central Election Committee must start Counting without hesitation and announce the start time and place of Counting to the Election Campaign Headquarters.

(2) During Counting, witness designated by the Election Campaign Headquarters and media official that requested witness beforehand may witness.

(3) Counting must be done from a set distance away from the witnesses

(4) Counting is done in the order of the following sub-paragraphs

1. Announcement of number of voters
2. Opening and counting of ballot boxes
3. Verification and check by Voting Witnesses from the Election Campaign

Headquarters of the counting process.

4. Separation of vote according to candidate and announcement of result

5. Final Announcement

(5) During counting, each Election Campaign Headquarters can raise an objection regarding the counting, which is accessed and resolved by the Election Campaign Headquarters.

(6) If an unexpected event(power outage, excessive noise) that bothers the counting occurs, the Central Election Committee must immediately stop counting and conserve the counting site. Counting should resume when the issue is resolved.

(7) If the Central Election Committee decides that the counting site is disorganized to a degree in which it bothers counting, the Central Election Committee can command the exit of the people causing the issue.

Article 88(Nullification of Vote Paper) (1) Any vote mentioned under on of the sub-paragraphs is nullified.

1. Vote that does not use proper voting paper
2. Vote that does not have a mark on any candidate
3. Vote that is marked along 2 columns or more than 1 column
4. Vote that is marked through tools other than the proper tools
5. Vote that does not have the seal of the Central Election Committee given at the

voting booth.

(2) Any vote mentioned under on of the sub-paragraphs is not nullified.

1. Vote that is marked by the proper tools and that clearly indicates which column the voter marked.

2. Vote that is marked in places other than the candidate's columns but that is not marked in any candidate's columns for these marks

3. Vote that is marked on the boundary of two candidate's columns that can be clearly identified as which candidate is marked

4. Vote that has a mark that was transfered but is clear to which candidate is marked

5. Vote that is damaged but is clear that it used the proper vote paper and is clear to in which candidate was marked.

Section 5 Being elected

Article 89 (Standard of being elected) (1) The candidate with the highest polling rate as the result of the vote count becomes the elect. But, if he or she is the only candidate, one would be elected if more than half has agreed when cross-voting has been held.

(2) If one of the condition of sub-paragraph is satisfied, the winning candidate cannot be ensured, and re-voting/final vote/re-election must be held.

1. If error rate is 5% or greater
2. If there are two or more winning candidates
3. If error is greater than vote difference between the first and the runner-up.
4. If there are more vote resign than the winning candidate's votes.

Article 90 (Announcement of election) (1) Central Election Committee should announce the election in 24 hours after when ballot counting is done, if there are no reason for re-vote or re-election. Announcement should include the following sub-paragraph.

1. The elect's name, Occupation, Undergraduate/Department, Student ID
2. Name of the elect's campaign
3. Voting rate and elect's polling rate
4. Result of the vote (Result should include polling rates of each campaign)

(2) Central Election Committee should announce the reason within 24 hours, if they didn't count the ballot because it didn't fulfill the necessary conditions, or if there is a reason for re-vote or re-election when the ballot count is done.

Article 91 (Objection) (1) Member of the council can give a formal objection to the Central Operative Committee within 72 hours after when the announcement of election is made, and Central Operative Committee should judge the objection according to Election Implementation Bylaws.

(2) Central Election Committee needs to hold a re-election within 30 days if the Central Operative Committee had cancelled the election.

Article 92 (Concluding the election and dismissing Central Election Committee) (1) If there are no objection to the election and all works related to the election is finished, Central Election Committee assures the elect of the election.

(2) After the election, Central Election Committee has to write the election report and announce a dissolution.

Section 6 Revoting

Article 93 (Revoting) (1) If one of the condition of sub-paragraph is satisfied, re-vote must be held.

1. If it satisfies the condition written in article 87, paragraph 2, sub-paragraph 1.
2. If the ballot box is opened before the ballot count.
3. If any major security problem that could affect the result of the election has been made.

(2) If one of the condition of sub-paragraph is satisfied, re-election must be held.

1. If it satisfies the condition written in Article 87, Paragraph 2, Sub-Paragraph 2 or 3.
(3) Revoting needs to be held for 2 days, within 5 days after when ballot counting is done, without electioneering. But, in case of final vote, the one with highest polling rate becomes the elect, regardless of his or her polling rate.

Chapter 6 Documents from election

Article 95 (Administration of the documents from election) President of Central Election Committee should select and preserve documents produced from the election which has value to preserve within 7 days after when the election period is over.

Article 96 (Election report) After when election period is over, Central Election Committee has to write a general election report of election held in corresponding year within 10 days, which must include following items written in sub-paragraphs, and report it to Central Operative Committee.

1. Name of the president of Central Election Committee and list of Central Election Committee member.
2. Activity done by Central Election Committee, such as schedule of general election, joint electioneering, candidate forum, etc.
3. Proceeding of the Committee
4. Name of Candidates and their campaign, status of disciplinary actions, polling rate
5. Accounting settlement of the Committee
6. Everything else related to general election which is worth reporting

Chapter 7 Supplementary Provisions

Article 97 (Interpretation) Anything not included in Election Implementation Bylaws will follow what written in article 192 of KAIST USC Constitution.

Article 98 (Election implementation regulations) (1) Central Election Committee can add specific regulations, which is called election implementation regulations, attendant to the bylaws regarding to enforcement of corresponding year's election.

(2) Amendment of the election implementation regulations will be done according to vote of Central Election Committee.

Financial Management Bylaws

[KAIST Undergraduate Student Council Bylaws 2]

Chapter 1 General Provisions	1~4
Chapter 2 Financial Management	5~7
Chapter 3 Accounting	
Section 1 Regulations of Accounting	8~13
Section 2 Budget/Settlement	14~18
Chapter 4 Student Fee Management	
Section 1 The allocation and appropriation of student fee	19~20
Section 2 Central board accounting	21~24
Section 3 Substratum Board Accounting	25~26
Section 4 Encouragement Fees	27~29
Section 5 Cultural autonomous funds	30
Chapter 5 Supplementary Provisions	31

Chapter 1 General Provisions

Article 1 (Purpose) Corresponding bylaws are purposed for each board of the Council to have efficient and transparent management by regulating their regulations and specific details about its financial management.

Article 2 (Principle) Finance of the Council should be used efficiently and clear in order to surpass Council's management purposes and to gain benefits to the member of the Council.

Article 3 (Range of applicant) Corresponding bylaws are applied at financial managements of each board of the Council.

Article 4 (Responsibility of the boards) (1) Central Operative Committee takes the overall responsibilities and Authority of the Council's financial management.

(2) Boards of the Council need to be as co-operative to the Council as possible, so that efficient and quick Council's financial management could be made.

(3) If board of the Council has been required cooperation request regarding to its financial management from the Committee, it has to follow the request above anything.

Chapter 2 Financial Management

Article 5 (Principle of Financial Management) Boards of the Council need to indicates that the finance and property belongs to public and use/manage them.

Article 6 (Receipt Management) (1) For transparent business execution, treasurer of each boards of the council need to write evidential document, which should include information of enforcement date of the business, person in charge, specific breakdown, space to put receipt or documentary evidence to prove the spending.

(2) Every business execution should receive a receipt.

(3) Cash receipts (for income deduction or for business expense evidence) from the office of national tax administration or tax invoice counts as receipts. Ease receipts counts as receipts when spent under 10000 won.

(4) Despite what said at paragraph 2, if it's fully admitted that receiving a receipt is unnecessary or that the business cannot receive receipt invincibly, we shouldn't apply sub-paragraph 2. However, treasurer of the board must prove acceptable reason if he or she hasn't received a receipt.

(5) Other specific regulations about receipts or documentary evidences will follow Auditing Implementation Bylaws.

Article 7 (Property management) (1) All boards of the Council must write list of fixed property according to KAIST USC constitution in order to make higher responsibility of their property. But, removing specific property from the list could be done by the treasurer's judgement if reported to the Auditing Committee.

(2) Types of property is defined as following sub-paragraph.

1. Equipment: Property which is pricey and long-used, which has more than 1 year of durable year or has acquiring cost above 50000 won.

2. Consumable: Property which is easy to break or consumed when used, which has

less than 1 year of durable year.

(3) List of fixed property includes types of property of board of Councils that are not consumables.

(4) Each board of councils need to do a match operation at least once at accounting first and third of a year, and report the result at periodic General Student Representative Conference held at the beginning of every semester, in order to match the real property and the list.

Chapter 3 Accounting

Section 1 Regulations of Accounting

Article 8 (Year of Accounting) The council and the board of councils determine, execute, balance their account according to accounting year and accounting quarter.

Article 9 (Total income) (1) Total income is defined as sum of income from student union fee, school support fund, revenue-making business, et cetera.

(2) Budget proposal for student union fee will be estimated from previous semester's budget, and school support fund from previous year's. However, budget may change, if any changes have occurred.

(3) Any income from business, such as from sponsors, should be spent only related to the referring business.

Article 10 (Total spending) (1) Total spending is defined as sum of the amount being paid.

(2) The amount, deducting total spending from total income, will be carried over to next quarter.

Article 11 (Regulation of Execution) (1) Every action that includes spending in terms of any business held from the council should be reviewed from General Student Representative Conference.

(2) Despite what said in paragraph 1, any actions that include spending less than 1 percent of yearly student union fee can be accepted legit from after-acceptance from Central Operative Committee.

(3) Despite what said in paragraph 2, only at first and third quarter of year, any business dated before when annual General Student Representative Conference, which considers the budget, is held can be pre-executed based on last year's budget.

Article 12 (Agreement before contract) (1) Any contract details made from various reasons, such as from sponsors, at business from the council which exceeds 3% of annual student union fee per single event and 5% of annual student fee per year requires agreement before contract from the Central Operative Committee.

(2) Despite what said in paragraph 1, if there are any possibilities that the council or the subordinate board of the council may receive any damage, agreement should be made afterwards.

Article 13 (How to write accounting) (1) Accounting document should be written from bookkeeping from single entry.

(2) Accounting document should include all income and spending.

Section 2 Budget / Settlement

Article 14 (Budget formation) (1) Budget and settlement should be opened to the public clearly and accurately, to make reasonable budget formation.

(2) Budget bill is formatted by reviewing corresponding year's activity plans, previous year's activity details, and total budget.

(3) Either if an organization didn't write its previous year's activity details, previous year's settlement, corresponding year's activity plans, and budget bills in its best, or if an organization didn't participate at budget discussion, it is thought as resigning an opportunity to review or change its budget bill.

(4) Budget bill should be written in following sub-paragraph, and should contain ratio compared to previous year's settlement by every element.

1. main category: classification of accounting according to article 166 of KAIST USC Constitution

2. subcategory: Budget for every subordinate board

3. sub-sub category: Budget that could be tied up in name of a single business for fixed date.

4. specific category: unit of spending that could have receipt process

(5) Budget can include supplementary budget. However, supplementary budget cannot exceed 15% of its own.

Article 15 (Portion of budget) (1) Portion of main category will be the portion determined at periodic General Student Representative Conference, held at third quarter of previous year.

(2) Portion of budget of execution board, which is a part of central accounting, or such is determined at Executive Adjustment Committee at beginning of a semester.

(3) Portion of budget of autonomous board, which is part of Substratum Board Accounting, is determined at Department Budget Deliberate Meeting at beginning of a semester.

Article 16 (Writing settlement bill) (1) Settlement bill should be written, including items which were written in budget bill and ratio between their real spending against estimated spending.

(2) When writing settlement bill of supplementary budget, it should include why and how the spent the supplementary budget.

Article 17 (Settlement evaluation) (1) General Student Representative Conference can demand for responsibility of settlement, apology and reduction of budget according to KAIST USC Constitution article 43 paragraph 4, if there has been serious problem of each board's account from Auditing Committee's inspection or such.

(2) If an apology about one's settlement has to be made according to paragraph 1, written apology should be made under a name of the leader of the board and accounting manager.

Article 18 (Announcement) (1) Budget bill / settlement made from General Student Representative Conference should be announced at place where the member of council can easily see. However, Central Operative Committee can announce by gathering budget bill / settlement of each board in some conditions.

(2) Chairman can ask any objection about the item and announce that the item has been approved without vote if there are no objection. However, vote is needed if there is an

objection.

(3) Only member present at the conference room can join the vote. If number of present member has changed, chairman has to reconfirm a quorum.

(4) When counting a vote, vote yes should be counted first, then vote no, then vote resign. However, electronic voting is not the case. When total vote is not equivalent to number of present member, chairman has to reconfirm the number of present member or number of vote yes, vote no, and vote resign.

Chapter 4 Student fee management

Section 1 The allocation and appropriation of the Student Fee

Article 19 (The allocation of the Student Fee) (1) The Student Fee, per Article 48 of the KAIST USC Constitution, would be allocated based on the resolution of the Central Operative Committee. If the Student Fee increases or decreases, it would be informed to the public at the start of the school semester.

(2) The announcement of the pre-results and results of the increase / decrease of the Student Fee would follow Article 186 and Article 189 Paragraph 1 of the KAIST USC Constitution

Article 20 (The appropriation of the Student Fee) (1) The specifics of the appropriation of the Student Fee would be determined at the second Regular General Student Representative Conference of the fall semester before the start of the fiscal year. However, if there is an increase / decrease of the Student Fee, the specifics of the appropriation can be adjusted immediately and would be applied starting from the following fiscal semester.

(2) The appropriation of the Student Fee is based on the condition of the percentage of appropriation of the following sub-paragraph:

1. Central Board Accounting: 40% or more
2. Substratum Board Accounting: 15% ~ 35%
3. Incentive Fees: 20% ~ 30%
4. Cultural Autonomous Funds: 10% or lower

Section 2: Central Board Accounting

Article 21 (The affected parties of the Central Board Accounting) (1) The Central Board Accounting is used for the finances of the Legislative Board, Executive Board, Undergraduate Student Clubs Union, Specialized Board, Special Board, and other committees necessary for the support of this Council's businesses.

Article 22 (The finances of the Legislative Board) (1) The finances of the Legislative Board are used for the operation of the Legislative Board, which includes the General Students' Assembly, General Student Vote, General Student Representative Conference, and the Central Operative Committee

(2) The finances of the Legislative Board can be used, without restriction, as the finances of the Executive Board, and the Central Executive Committee has the responsibility of the

operation of the finances.

(3) The finances of the Legislative Board are categorized as the operating expenses of the Legislative Board, and the Head of the Central Executive Committee includes such to the budget and final accounting of the Central Executive Committee and undergoes the review of such at the General Student Representative Conference.

Article 23 (The finances of the Executive Board) (1) The finances of the Central Executive Committee are divided into the following categories and are budgeted, executed, and finalized.

1. Operating Expenses: Expenses used for the promotion and execution of the work of the Undergraduate Student Council Presidency and Head of the Central Executive Committee. (Includes expenses for the Leadership Training (LT) meetings)

2. Finances for each committee / department: Finances allotted for the operation of committees under the Undergraduate Student Council Presidency and Central Operative Committee and the committees under the Central Executive Committee.

Other finances: Finances such as reserve fund and disbursements belonging to the preceding fiscal year that are not included in the categories of the regular finances.

3. Carry-overs

(2) The finances of the Executive Board, which includes the Standing Committee and all other affiliated organization are divided into the following categories and are budgeted, executed, and finalized.

1. Operating Expenses: Expenses used for the promotion and execution of the operation of the organization. (Includes expenses for the Leadership Training (LT) and meetings)

2. Regular Expenses: Expenses used for programs that happens annually.

3. Irregular Expenses: Expenses that are used by the Standing Committee for programs that happen in a specific period or for long-term programs.

4. All other finances

5. Carry-overs

Article 24 (Executive Adjustment Committee) (1) The Head of the Central Executive Committee, per Article 81 of the KAIST USC Constitution, holds the Executive Adjustment Committee for facilitation of conversation on issues on the finances with the affected parties of the Central Board Accounting, which includes the Central Operative Committee, Standing Committee, Executive Board of the Undergraduate Student Clubs Union.

(2) The Executive Adjustment Committee for the appropriation of finances would undergo the following duties listed in the following sub-paragraph:

1. Creation of the budget & final account of all affected parties of the Central Board Accounting
2. Adjustment of the appropriated finances of the affected parties of the Central Board Accounting
3. Adjustment of the appropriated finances of each program.

(3) The Head of the Central Executive Committee must open at least one session of the Executive Adjustment Committee before pre-review for discussion of finance-related issues.

(4) The Head or the Chief Manager of Finances from the affected parties of the Central

Board Accounting must attend the Executive Adjustment Committee; if nonattendance happens, then such parties must accept the discussion results of the Executive Adjustment Committee.

Section 3 Substratum Board Accounting

Article 25 (Affected parties of the Substratum Board Accounting)(1)Substratum Board Accounting is used for the operation and execution of programs of the Department Student Council and the Freshmen Student Council.

(2) The responsibility of the operation of finances is with the Freshmen Student Council and each appropriate Department Student Council and all affected parties of the Substratum Board Accounting.

Article 26 (Meeting for the Deliberation of the Department Board Finances) (1) The President of the Undergraduate Student Council, per Article 175 of the KAIST USC Constitution, holds the Meeting for the Deliberation of the Department Board Finances for facilitation of conversation on issues on the finances with the affected parties of the Substratum Board Accounting.

(2) The Meeting of the Deliberation of the Department Board Finances discusses the allocation of Finances defined per Article 172 of the KAIST USC Constitution and adjusts the allocation of finances for all appropriate boards.

(3) The calculation of the percentage of affiliated member per board will be based on the number of registrants of the appropriate board.

(4) During the process of deciding the extent of allocation of Finances, denomination of lower than 1000 won would be rounded.

(5) If all allocation of Finances for all affected Board and parties of the Substratum Board Accounting is completed, then the President of the Undergraduate Student Council must announce such to the members of The Council by no later than 5 days after such completion.

Section 4: Encouragement Fees

Article 27(Inspected Body) The Inspected Body of the Encouragement Fees are such defined per Article 178 of the KAIST USC Constitution.

Article 28 (Appropriation of the Encouragement Fees) (1) Appropriation of the Encouragement Fees, which may include a potential increase / decrease in Encouragement Fees is decided through the resolution from the General Student Representative Conference. If there is such increase / decrease, then it must be released at the start of the appropriate semester.

(2) The pre-announcement and the announcement of the results should heed Article 186 and Article 189 Paragraph 1 of the KAIST USC Constitution.

Article 29 (Administration of the Encouragement Fees) (1) The Encouragement Fees is administered per Article 180 of the KAIST USC Constitution and the responsibility for such administration is with the Central Operative Committee.

(2) There may be carry-overs for the Encouragement Fees to dynamically respond to an

abrupt change in the number of Inspected Body of the Encouragement Fees.

(3) The Head of the Central Executive Committee must report the following sub-paragraphs on the issue on the Encouragement Fees in the General Student Representative Committee at the start of each semester.

1. The list of the Inspected Body of the Encouragement Fees for that semester.
2. Carry-overs

Section 5: Cultural Autonomous Funds

Article 30 (The administration and appropriation of the Cultural Autonomous Funds)

(1) The Cultural Autonomous Funds are administered per Article 184 of the KAIST USC Constitution and the responsibility of such administration is with the Cultural Autonomous Committee.

(2) Other specificities of the administration and appropriation of the Cultural Autonomous Funds are decided through the Cultural Autonomous Funds Operation Bylaws.

Chapter 5: Supplementary provisions

Article 31 (Finances Operation Regulation) All other specificities of the Finances Operation can be decided as incidental regulations; such specificities are called the Finances Operating Regulation.

Audit Enforcement Bylaws

[KAIST Undergraduate Student Council Bylaws 3]

Chapter 1 General Provisions	1~5
Chapter 2 Auditing Committee	6~16
Chapter 3 Audit	
Section 1 Common Provisions	17~21
Section 2 Financial Audit	22~25
Section 3 Job Inspection	26
Section 4 Processing of Audit Results	27~30
Section 5 Reconsideration	31~32
Section 6 Audit Report	33~37
Chapter 4 Supplementary Provisions	38~39

Chapter 1: General provisions

Article 1 (Purpose) This by-law has the purpose for deciding the fundamental aspects on the organization and operation of the Auditing Committee such that the process of auditing of This Council and This Council's subordinate board can be strengthened and based on a democratic and transparent process.

Article 2 (Rule) The auditing task of This Council must be held in an independent location and in a transparent and fair manner.

Article 3 (Coverage) (1) This by-law is applied to the auditing process of all Inspected Body of This Council that may be audited.

(2) The self-audit activity of the subordinate board may be applied with this by-law with necessary modifications

Article 4 (Definition) In this by-law, the Inspected Body of This Council that may be audited are the following subordinate boards of this board listed in the following sub-paragraphs:

1. Executive Board: Undergraduate Student Council Presidency, Central Executive Committee, Standing Committee
2. Autonomous Board: Department Student Council, Freshmen Student Council, Undergraduate Student Clubs Union
3. Specialized Board: Cultural Autonomous Committee, Communication Globalization Committee, Student & Minority Human Rights Committee
4. Special Board
5. Affiliated Committees of the Central Operative Committee
6. All other organized installed per the KAIST USC Constitution.

Article 5 (Responsibility of the Subordinate Boards) (1) All Subordinate Boards of This Council must give its best support such that the audit of This Council can be progressed quickly and efficiently.

(2) All Subordinate Boards of This Council must preferentially follow the request for cooperation from the Auditing Committee.

Chapter 2 Auditing Committee

Article 6 (Purpose) The Auditing Committee is the Board that has the executive power for all tasks related to audit, which include the audit of This Council and all subordinate boards of This Council, and all necessary measures required to guarantee the appropriateness, transparency, and responsibility of the audit of This Council.

Article 7 (Authority) The Auditing Committee is affiliated as This Council's specialized board; however, it has an independent authority in its duty on audit.

Article 8 (Tasks and Authority) The Auditing Committee shall follow the following duties mentioned in the paragraphs:

1. Audit of the Income and Expenditure of all auditable entities of the Student Council.
2. Check and Supervisions of the finances of all auditable entities of the Student Council.
3. Supervision of the operation of all auditable entities of the Student Council.
4. Request for correction or disciplinary action of all auditable entities based on the audit result
5. Audit asks requested by the Central Operative Committee
6. All other tasks that are defined in this by-law or deemed necessary per the head of the Auditing Committee.

Article 9 (Organization of the Auditing Committee) The Auditing Committee is organized as 6 Auditing Committee members, which include the head of the Auditing Committee.

Article 10 (Member) (1) The candidate for the Auditing Committee member is first recruited through the recommendation of the Auditing Committee and confirmed at the General Student Representative Conference. However, if there are more than 3 candidates for the Auditing Committee member, then the candidates are filtered at the discretion of the Auditing Committee

(2) Out of the 6 members of the Auditing Committee, 3 members are confirmed at the regular General Student Representative Conference of the spring semester and the other 3 members are confirmed at the regular General Student Representative Conference of the fall semester.

(3) If the required number of personnel was not fulfilled, then the Auditing Committee must fulfill the insufficient number of personnel before 15 days after the termination of the respective General Student Representative Conference and confirm such members at the General Student Representative Conference in the form of a written decision.

Article 11 (Head of the Auditing Committee) (1) The Head of the Auditing Committee represents the Auditing Committee and manages / supervises its respective work.

(2) The Head of the Auditing Committee is elected through a mutual election of the Auditing Committee; the results should be reported to the General Student Representative Conference.

Article 12 (Term and Guarantee of Status) (1) The term of the members of the Auditing Committee is from the General Student Representative Conference in which such was confirmed to the regular General Student Representative Conference of the same semester of the following year.

(2) The member of the Auditing Conference has guarantee of its position unless its respective term terminates or through resignation or dismissal.

Article 13 (Obligation) (1) Members of the Auditing Committee must exclude prejudice and discrimination and audit with transparency and fairness.

(2) Members of the Auditing Committee must not disseminate secrets learned from their work without a valid reason.

(3) Members of the Auditing Committee must execute its auditing task in compliance of the

KAIST USC Constitution and this by-law

(4) Members of the Auditing Committee must ensure that during the audit process, the affected committee doesn't have its flexibility and activities shrunken.

Article 14 (Prohibition of Concurrent Offices) Members of the Auditing Committee are prohibited to hold concurrent offices of the Legislative Board. This excludes the Freshmen Student Council Delegate and the Undergraduate Student Clubs Union Delegate.

Article 15 (Office) (1) For the facilitation of operation of the Auditing Committee, This Council and Council Subordinate Board should provide the Auditing Committee with an office.

(2) The office for the Auditing Committee should be guaranteed an independent space; however, if needed, through the agreement with other Boards or Committees, can temporarily share its office.

Article 16 (Finances) The finances of the Auditing Committee are provided by the Central Board Accounting and is operated independently.

Chapter 3 Audit

Section 1 Common provisions

Article 17 (Categorization of audit) (1) Audits are categorized as the following sub-paragraphs:

1. Regular audit: Regular audit as regulated in this bylaw.

2. Special audit: An audit on a specific Board for a specific issue if requested by the Central Operative Committee, Public Report, or if deemed necessary by the Head of the Auditing Committee

3. Day-to-day Audit: A constant audit based on the items defined in this bylaw.

(2) Audits are held for the following aspects in the following sub-paragraphs:

1. Financial Audit: Audit of the suitability and transparency of the budget and the final account.

2. Duty Inspection: Inspection on the suitability of work and duties of the members.

3. Audit is conducted through written audit, field audit, attendance / reply, and /or other appropriate ways.

Article 18 (Written Audit) (1) All Inspected Body of regular audit or special audit should provide all necessary references (electrical copies included) to the Auditing Committee before the deadline chosen by the Auditing Committee.

(2) If, for the Inspected Body, it is very challenging to bring all references as mentioned in paragraph 1, then one can substitute the reference submitted to the Auditing Committee if allowed by the Auditing Committee

Article 19 (Field Audit) If required, the Auditing Committee can dispatch its members to outside such that they can do a field audit.

Article 20 (Attendance/ Reply, Submission of references, Seal) If deemed necessary, then the Auditing Committee can undertake the following measures:

1. Request for attendance / reply of person in charge of the organization that is being audited or person who is recognized as being related to such.
2. Re-request of all certificates, excuses, other related documents and books, articles, etc.
3. Sealing of warehouses, safes, documents and books, articles, etc.

Section 2 Financial Audit

Article 22 (Financial Audit) (1) The Auditing Committee checks the income and expenditure in the final accounting of each inspected body

(2) Per Article 165 of the KAIST USC Constitution, the Auditing Committee should undergo a regular audit:

1. 1st Quarter Inspection
2. 2nd & 3rd Quarter Inspection
3. 4th Quarter Inspection

(3) The document format required for auditing shall be produced and announced by the Auditing Committee, and each inspected body shall prepare accounting data in accordance with the notified method.

Article 23 (Audit Evaluation) The auditing standards shall be prepared and announced by the Auditing Committee, and the results of each audits shall be scored and evaluated in accordance with the standards.

Article 24 (Necessary Inspection Items) The Auditing Committee shall inspect all documents related to the income and expenditure incurred during monitoring in accordance with the evaluation criteria set forth in Article 23, including the budget bill, settlement receipts, account transactions, so as to audit accounting appropriateness.

Article 25 (Optional Surveys) Auditing Committee may, when deemed necessary or required by Central Operative Committee, audit the person who provided, rather directly or indirectly, grant subsidies, incentives, subsidies and contributions.

Section 3 Job Inspection

Article 26 (Job Inspection) Auditing Committee shall inspect the following items in accordance with the administrative bylaws.

1. Administration of inspected organization and appropriateness of duties of the members of the affiliated organization
2. The job of those who perform the duties that the committee has entrusted or acted upon

Section 4 Processing of Audit Results

Article 27 (Recommendation, etc.) (1) Auditing Committee may recommend or notify the head of the inspected organization about improvement, etc., if any of the following items are found as a result of the audit.

1. If it is inappropriate to make a request under Articles 27, 28 and 29
2. Where the head of the inspected body is deemed to need to deal with it autonomously

(2) The head of the inspected body who has received the recommendation or notification under Paragraph 1 shall notify Auditing Committee the result of the processing.

Article 28 (Request for correction and etc.) (1) Auditing Committee may require the head of the relevant inspected body to correct or remind, in accordance with the results of the audit.

(2) If the request under Paragraph 1 is made, the head of the relevant inspected body shall perform this by the date set by Auditing Committee.

Article 29 (Determination of Responsibility for Reimbursement and etc.) (1) Auditing Committee shall hear and judge whether or not the accountant is liable for remuneration in accordance with the audit results.

(2) Auditing Committee shall send, when it determines that it is liable to compensate pursuant in accordance with Paragraph 1, recompense adjudication which includes person in charge, recompense amount, and reason for recompense to the head of the organization concerned.

Article 30 (Request for Disciplinary Actions) Auditing Committee may propose item such as disciplinary action to the Central Operative Committee or General Student Representative Conference according to Article 17 of the "Bylaws for Financial Operations" in accordance with the audit results.

Section 5. Reconsideration

Article 31 (Claim for Reconsideration) (1) The subject or the head of the organization who is deemed unreasonable for the recompense or disciplinary action under Article 27 and Article 28 may request Auditing Committee to review the matter within 15 days.

(2) The claim in paragraph 1 shall be made clear to Auditing Committee with the contents of the claim and the reasons thereof, accompanied by a statement of accounts and evidence.

Article 32 (Handling Claim for Review) (1) Auditing Committee shall disregard any claim that does not meet the requirements for reconsideration.

(2) Auditing Committee shall dismiss the claim if it considers that the appeal is not grounded, and if it is recognized that the appeal is grounded, the request for cancellation of the disposition shall be canceled or changed.

Section 6 Audit Report

Article 33 (Obligation of Reporting) Auditing Committee shall be obliged to report its activities at the General Student Representative Conference.

Article 34 (Report of Audit) The periodic audit report shall include the following items:

1. Confirmation of the settlement of inspected organization's receipts and expenditures
2. Scores and deductions of the audit result in accordance with the evaluation standards set forth in Article 23
3. Determination of responsibility and its execution status
4. Items required for correction and the result
5. Recommendations or notifications and results
6. Other matters that are deemed necessary by Auditing Committee.

Article 35 (Report on Job Inspection) The job inspection report shall include the result of fact check and the appropriateness of job.

Article 36 (Objection) (1) Auditing Committee shall publish a draft report containing the results to the inspected organizations at least 5 days before reporting to General Student Representative Conference to ensure the rights of the inspected organizations.
(2) Inspected organization or an interested person may file an objection to the audit result by attaching evidence documents within 72 hours of the Auditing Committee's report.
(3) Auditing Committee shall change the audit result if it has been judged that the objection is reasonable.

Article 37 (Reporting upon occasion) Auditing Committee shall report to Undergraduate Student Council presidency upon occasion deemed to have importance.

Chapter 4 Supplementary Provisions

Article 38 (Rules of Auditing Committee) (1) In addition to what is provided for in these Bylaws, additional rules for the matters necessary for the operation, auditing procedure, process of administration and etc. of Auditing Committee, may be determined by itself and it is defined as Rules of Auditing Committee.

(2) Amendments to the Rules of Auditing Committee shall be made by resolution of Auditing Committee.

Article 39 (Auditing Enforcement Regulation) (1) The detailed standards and necessary documents for auditing organization may be determined by Auditing Committee under the rules attached to this Bylaw, and these are referred to as the Auditing Enforcement Regulations.

(2) Amendments to the Auditing Enforcement Regulations shall be made by a resolution of the Auditing Committee. However, reports and agreements must be done in advance before the amendment.

Legislative Board Operation Bylaws

[KAIST Undergraduate Student Council Bylaws 4]

Chapter 1 General Provisions	1~6
Chapter 2 Principles of proceeding of meeting	7~12
Chapter 3 Progress of proceedings	
Section 1 Organization of Meeting	13~21
Section 2 Item	22~26
Section 3 Remark	27~30
Section 4 Vote	31~34
Section 5 Minutes	35~36
Chapter 4 Students' Assembly Operation	37~39
Chapter 5 General Student Representative Conference Operation	40~42
Chapter 6 Supplementary Provisions	

Chapter 1 General Provisions

Article 1 (Purpose) This bylaw sets out the matters concerning the proceedings of the legislative bodies' conference and the operation policy of the assembly so to make democratic and efficient decisions.

Article 2 (Principle) The conference of legislative bodies of the council shall be the process of democratically determining the representative ground of the council.

Article 3 (Scope of Application) (1) This bylaw shall be applied to the students' assembly, general student vote, general student representative conference, Central Operative Committee and any other legislative bodies' conference.

(2) Conference proceeding of autonomous body shall apply this bylaw.

Article 4 (Definitions) (1) In this bylaw, "assembly" refers to any organization that determines important decision including highest orders, such as general students' assembly, general student representative conference and etc.

(2) In this bylaw, "conference" means the activity of decision-making of the assembly.

(3) In this bylaw, "member" means a member who has voting rights in the assembly.

(4) In this bylaw, "resolution" means organization's decision determined in the assembly.

Article 5 (Responsibility of the Representative) Undergraduate Student Council presidency, Central Operative Committee members, General Student Representative Conferences members and etc. shall put utmost effort to ensure that the conferences are proceeded in accordance with the democratic process.

Article 6 (Nomenclature of Conferences) (1) Each conference of each assembly shall be basically named "0th session of name of assembly, 0000 (corresponding year)" and may be referred to as follows.

1. Student General Assembly, General Student Votes: 00 (month) .00 (day). Student General Assembly · General Student Vote

2. General Student Representative Conference: First half/Second half Regular/ Temporary General Student Representative Conference or 0000 (year) 00(month) Regular / Temporary General Student Representative Conference

3. Central Operation Committee: 00 (Mon.) Regular · Temporary Central Operation Committee

(2) Order of the assembly will be accumulated from the start of the Undergraduate Student Council's presidency to the end of it.

Chapter 2 Principles of Conference Progress

Article 7 (Principles of Disclosure) (1) The council's conferences shall be open to the public. However, a closed meeting is possible if there is a majority of the members are consent, or if the chairman considers that it is necessary for the maintenance of order and wellbeing.

- (2) The members of the council have the right to attend to the conferences. However, the chairman may, when it is necessary to maintain order, limit the number of audience or ask an audience to exit if he or she interrupts the order of conference.
- (3) The results of the conference and the minutes are to be made public.

Article 8 (Principle of Quorum) The plenary session consists of a quorum of holding for the majority of the members and a quorum of resolution for the majority of the members. However, special provisions on quorum of holding and quorum of resolution shall be subject to the articles of association, bylaws and regulations.

Article 9 (Principle of Sole Item) At the conference of the council, only one item shall be dealt with at a time, and no more than two items shall be dealt with at the same time.

Article 10 (Principles of Freedom of Discussion) (1) Members of the council can freely discuss at the conferences. However, the chairman can withhold the freedom of discussion when necessary and give the priority of discussion to the members of the conference.

(2) The member shall be able to speak with the permission of the chairman with a limited number and time.

Article 11 (Principle of Majority Rule) When deciding a matter by vote, principle shall be passing by approval of majority.

Article 12 (Principle of Minority Protection) Minority opinions should be respected to the greatest extent so that majority opinion is not violently controlled.

Chapter 3 Parliamentary Procedures

Section 1 Composition of the Conference

Article 13 (Voting Rights) (1) Members' voting rights are equal.

(2) In each session of the conference, members shall not exercise their voting rights through their agents.

Article 14 (Chairman) (1) The chairman of each conference of the council shall be the president of the Undergraduate Student Council in principle.

(2) The Chairman shall, in principle, not participate in discussions presiding over a conference. However, item regarding introduction to authority will be exception.

Article 15 (Clerk) (1) Each session of the council shall have clerks to identify the quorum of proceeding and resolution and record to write minutes.

(2) The clerk shall consist of one or more of the Central Executive Committee members, and vice president of undergraduate student council shall supervise.

Article 16 (Calling) (1) The Chairman shall, in principle, announce to the members, in writing or in form of electronic documents, containing the contents of the following sub-paragraphs in accordance with the provisions of the "KAIST USC Constitution."

1. Meeting place
2. Date and time
3. List of members (only in case of General Student Representative conference and Central Operation Committee)
4. Motive of calling and process
5. Title and contents of the item

(2) The meeting place must be on the campus or adjacent to the campus.

(3) The preparations for the opening conference shall be carried out by the chairman and the Central Executive Committee and representatives shall cooperate as much as possible in accordance with Article 5.

Article 17 (Quorum of Proceeding) Each conference of the council shall be entitled to commence with attendance of majority of members present and shall continue with the majority in present.

Article 18 (Order of conference) (1) The order of conference from the opening to closing follows each sub-paragraph.

1. Membership Report
2. Opening Declaration
3. Chairman's greetings
4. Reporting
5. Confirming the order of reviewing the item
6. Examining the item
7. Member check
8. Closing Declaration

(2) The Chairman may omit sub-paragraph 3 of Paragraph (1) if deemed necessary.

Article 19 (Definitions of Conference Terms) The terms used in these bylaws refer to the following sub-paragraphs:

1. Opening: Beginning of the conference on the day of it
2. Adjournment: Closing the conference after promising to set next conference date when the conference cannot be held due to the failure to meet the quorum before the opening.
3. Recess: Suspending the meeting for a fixed time during the meeting
4. Closing: Ending conference of the day.

Article 20 (Closing, Adjournment, Recess of the meeting) (1) In principle, the closing of the meeting shall be made by the chairman after member check when the examination of all items is completed.

(2) The Chairman may declare the adjournment if it fails to reach a quorum of proceeding until one hour has elapsed from the start of the announced time.

(3) The Chairman shall declare the recess or closing of the conference when it fails to reach a quorum during the conference.

Article 21 (Coordination Committee) (1) The Chairman may convene a coordinating committee to discuss and decide matters concerning the operation of the meeting before or during the meeting opening.

(2) The Doctorial Coordination Committee shall be composed of the Central Steering Committee.

Section 2 Item

Article 22 (Item) (1) Item is the object to be deliberated in the meeting.

(2) Reconsideration which demands another review of dealt item is also considered as an item.

(3) Submission of the item shall be made with certain requirements as stipulated in the "KAIST USC Constitution."

(4) The submitter of an item may withdraw it until the order of review of Article 18 sub-paragraph 5 is finalized, and after the confirmation, withdraw is possible by obtaining the permission of the conference body.

Article 23 (Deliberation of an Item) (1) If the item to be deliberated on the same day is two or more, the chairman shall introduce the items to the conference one by one.

(2) The chairman may change the order according to the situation, or he may merge multiple items or split one item. However, in order to merge and vote on different items, it is necessary to follow the more aggravated resolution requirements.

Article 24 (Discussion) All items are subject to debate.

Article 25 (Procedures of the item) The procedure of the item shall be as follows.

1. Item introduction
2. Explain the proposal on the item
3. Questionnaire about the item
4. Debate on pros and cons of the item
5. End of discussing the item
6. Vote on item

Article 26 (Termination of Discussion, Review, etc.) (1) Discussion termination, review, revision, referral and postponement of items shall be made by submission of one member's consent and another member's second request, and if there is no objection, the chairman deals with the item regarding the consent and if there is objection, the motion shall be voted on with the approval of a majority of the total number of members.

(2) Discussion termination consent shall terminate the discussion on the matter immediately or under the completion of certain conditions, and by voting, there must be discussion between pros and cons each of 2 people.

(3) The reconsideration consent, which consists of re-examine from the beginning when reconsideration is necessary under special circumstances, shall not be submitted if the meeting is once closed. The proposal for review shall be resolved by a two-thirds of majority consent from voting.

- (4) The revision consent is to make changes within the scope of relevance such as complementary to the contents of the item.
- (5) Referral consent shall be deemed to be postponed automatically when conference body deliberates an item after getting deliberation report from minor conference body or a committee or when item is submitted to.
- (6) The delayed action is to delay the deliberation of the current pending matter to a certain point.

Section 3 Remark

Article 27 (Right to Speech) (1) Before speaking, members must request a Right to Speech to the chairman, and may speak only when the request is accepted

- (2) A person that has the Right to Speech first states their name and affiliation, then explains the point of speech and details of the speech.
- (3) Members cannot request a Right to Speech during another person's speech except in situations mentioned in this detailed rules.
- (4) A person that is not a member can only speak when the chairman has exceptionally granted the person right to speech.
- (5) The chairman can stop and demand exit of people attempting to speech situations other than those mentioned in paragraph 1 to 4.

Article 28 (Number and Length of Speech) (1) The chairman may not allow a member to speech multiple times to allow a equal speech of the members.

- (2) Unless the chairman decides the method of debate as unlimited debate, the chairman may limit the number and length of Speeches of the members.
- (3) Explanation of proposals, questioning, request of information, and speech to proceed progress are not limited by the above limitations.

Article 29 (Speech of Circumstances, Speech to Proceed Progress) (1) Speech of Circumstances are speeches that explain one's personal problems to the members.

- (2) Speech to Proceed Progress are speeches that regard condensation or expanding of issues, recess, construction evaluation, opposition to the chairman's decision, etc that raises an objection to the Chairman or to state one's views.
- (3) If a member Requests a Speech of Circumstances or Speech to Proceed Progress, the chairman must accept it with priority.
- (4) If necessary, a member may request a Speech of Circumstances or Speech to Proceed Progress. When such request happens, the chairman must stop the current speaker and allow the member to speak.
- (5) When a Speech to Proceed Progress in voiced, the chairman must decide to accept or reject it, and the members of the debate must evaluate the speech to return to the original state and continue Issue Evaluation.

Article 30 (Speech other than the Topic of Discussion) Members may not speech about issues other than the topic, speech to delay the meeting, speech to defame a member or members, speech to insult other people, or speech about other's privacy. When such speech occurs, the chairman may immediately stop the speech and command the exit of the member.

Chapter 4 Vote

Article 31(Vote) (1) Vote on the issue begins with the Vote Initiation Statement of the Chairman.

(2) The Chairman must state which issue is regarded during the Vote Initiation Statement.

Article 32 (Method of Vote) (1) Open Vote is the principal method of vote. However, if the issue is important such the Chairman insists, the registered members agree, or if more than $\frac{1}{5}$ of the registers members request, the vote may be Closed Vote.

(2) The Chairman may declare that item has passed without voting if chairman finds no objection when he/she asked. However, if there is objection, it must be voted.

(3) Only the members present in the conference can vote. If there is a change in attending members, the chairman reaffirms the quorum.

(4) When voting, be sure to count from the affirmative, then the opposite, and then the abstention. However, this shall not apply when an electronic voting is conducted. If the sum of the vote does not meet the total number of attending members, the chairman reaffirms the number of attending members and the number of affirmative, opposite, and abstention.

Article 33 (Vote Supervisor) In conducting the vote, the chairman may appoint an member or clerk as a vote supervisor and get help.

Article 34 (Declaration of the Results of the Vote) When the vote is over, the chairman shall compile and declare the results.

-----명찬 확인 필요 -----

Section 5 Minutes/Results Announcement

Article 35 (Minutes) (1) The conference of the council shall write the minutes and state the following matters.

1. Conference place
2. Date and time of opening, recess, adjournment and closing
3. List of attendance at the time of opening
4. When a member falls under Article 5, the member's tardy, early leave, absence, deputy
5. Title and contents of the item
6. Quorum
7. Results of voting with the votes of each member
8. Other matters deemed necessary by the chairman or members

(2) The conference host shall record this in a shorthand manner. Recording can be assisted by methods other than recording and filming.

(3) The minutes shall be prepared by the member of Central Executive Committee designated as the clerk in accordance with Article 15.

(4) Other matters concerning the preparation, preservation, etc. of the minutes shall be determined by the Administrative Bylaws.

Article 36 (Announcement of Results) The Chairman shall announce the minutes and result mentioned in the Article 35 within five days after the closing. However, if it is unavoidable, only the results of the vote for each item mentioned in Article 35 paragraph 7 may be announced in advance.

Chapter 4 Session operation

Section 1 General Students' Assembly · General Student Vote

Article 37 (Determination of Meeting Date) If there is a request for convening or enforcing of Article 23 or Article 28 of the "KAIST USC Constitution", the Central Operation Committee will decide the opening date without delay. In principle, the opening date shall be that of which included in the request for convening or enforcing, and the changed date can not be more than one week difference from the requested date.

Article 38 (Determination of Operation of General Students' Assembly) (1) The chairman of the General Students' Assembly shall convene the Proceeding Coordination Committee prior to the opening of the assembly in accordance with Article 21 and shall decide the order of assembly, the content and number of choice options of each item, voting method and detailed operation method of the General Students' Assembly. However, the method of operation contrary to the purpose of the submitted item shall not be adopted.
(2) The convening of the Emergency General Students' Assembly may omit the Proceeding Coordination Committee of paragraph 1 above.

Article 39 (Central General Assembly Planning Team) (1) When convene of the General Students' Assembly is decided, the Central General Assembly Planning Team which chaired by the chairman of the assembly shall be organized.
(2) Central General Assembly Planning Team consists of all the members of the Central Operation Committee and the chairman of Central Executive Committee, and add members by recruiting or recommendation if necessary.
(3) Central General Assembly Planning Team oversees general affairs such as the opening ceremony, propaganda, and publicity of the General Students' Assembly.
(4) Central Executive Committee shall prepare for the opening of the General Students' Assembly upon the decision of the Central General Assembly Planning Team.

Article 40 (Central Ballot Management Committee) (1) When General Student Vote is conducted, the Central Ballot Management Committee, chaired by the chairman of the General Students' Assembly, is organized.
(2) Central Ballot Management Committee shall be composed of all members of the Central Operation Committee, and may recruit as necessary or add members by recommendation.
(3) Central Ballot Management Committee oversees all affairs related to the tGeneral Student Vote and related matters refer to Vote Operation Bylaws.
(4) Central Executive Committee shall assist the Central Ballot Management Committee in accordance with the decision of the committee.

Article 41 (Operation of Policy Vote) (1) When the execution of the Policy Vote is decided, the Central Operation Committee shall decide enforcement date within 7 days.
(2) When the enforcement date is decided, the chairman of the General Students' Assembly shall conduct the policy vote assisting the work of Central Executive Committee.
(3) In principle, online or mobile voting method is adopted for the quick progress of the policy vote.

Section 2 General Student Representative Conference / Central Operative Committee

Article 42 (Distribution of Proportional Delegates) (1) Each Autonomous Board that has more than 3% of the members of the Council as its own members are henceforth called Seat(s) Allocated Boards, and depending on the percentage, proportional delegate seats are distributed among Seat(s) Allocated Boards.

(2) The percentage mentioned in Paragraph 1 is calculated by initially dividing the number of members of a Seat(s) Allocated Board by the number of ex-officio delegate seats of that board, and this is henceforth called Members per Ex-officio Delegates. Then divide that with the total sum of all Members per Ex-officio Delegates.

(3) To distribute proportional delegate seats, multiply the total number of seats of proportional delegates with the member percentage of each Seat(s) Allocated Boards, and this will be henceforth called Expected Seats. Distribute such Expected Seats with the integer part being prioritized, but if the number of seats go over the maximum number of seats for a board, distribute until the maximum number.

(4) Seats remaining after distribution through Paragraph 3 are distributed among Seat(s) Allocated Boards that haven't yet reached the maximum number, starting with the board with the highest decimal and distributing one seat at a time per board until all seats are allocated.

(5) The maximum number of seats for a board as stated in Paragraphs 3 and 4 should be decided to be either: 1) Number of proportional delegates divided by the number of Seat(s) Allocated Boards and adding 1 to the integer part, or 2) 5 seats.

Article 43 (List of Delegates) (1) Autonomous Boards must submit a list of delegates including proportional delegates to the chairman of the General Student Representative Conference within 7 days of the beginning of the spring semester.

(2) The chairman of the General Student Representative Conference must make public the list of delegate within 10 days of the beginning of the spring semester.

Article 44 (List of Members of the Central Operative Committee) (1) Autonomous Boards must submit a list of members of the Central Operative Committee to the chairman of the Central Operative Committee within 7 days of the beginning of the spring semester.

(2) The chairman of the Central Operative Committee must make public the list of members of the Central Operative Committee within 10 days of the beginning of the spring semester.

Article 45 (Ban of Multiple Mandates or Proxy) (1) A delegate of the General Student Representative Conference or a member of the Central Operative Committee cannot be

another delegate of a different General Student Representative Conference or a member of a different Central Operative Committee

(2) A delegate of the General Student Representative Conference or a member of the Central Operative Committee cannot participate as proxy for another delegate of the General Student Representative Conference or a member of the Central Operative Committee.

Chapter 5. Supplementary Provisions

Article 46 (Regulations on Progression of Conference) Details regarding on how to progress a conference can be added on to the bylaws, and henceforth will be called Regulations on Progression of Conference.

Affairs Administration Bylaws

[KAIST Undergraduate Student Council Bylaws 5]

Chapter 1 General Provisions	1~5
Chapter 2 Secretariat Affairs	6~7
Chapter 3 Document Writing	8~12
Chapter 4 Management of Records	13~17
Chapter 5 Publicity of Documents	18~21
Chapter 6 Protection of Personal Information	22~23
Chapter 7 Supplemental Provisions	24

Chapter 1. General Provisions

Article 1 (purpose) This bylaw shall set forth the principles and details of management of records and efficient usage of records in accordance with the duties set out in Articles 10 and 11 of each board's Secretariat Affairs.

Article 2 (Principle) (1) The council's secretariat affairs should be done efficiently through simplification and standardization.

(2) Records produced by the council should be preserved safely to be used efficiently.

Article 3 (Application Range) This bylaw is applicable for the council's subordinate boards.

Article 4 (Definition) (1) 'Records' in this bylaw means all forms of recorded data that was produced or received in the form of document, book, card, video, electronic document, etc.

(2) 'Management of records' in this bylaw means production, classification, arrangement, transfer, collection, evaluation, abolition, preservation, disclosure, use and all other related tasks.

(3) 'Record management agency' in this bylaw means the agency that has facility and materials, and enough people to use these to manage records

(4) 'Record manager' in this bylaw means the person who works with records in process of management.

(5) 'Personal Information' in this bylaw means information about a living individual, including those such as signatures that can be used to identify the individual (including information that alone may not be able to identify the person, but may be used with other information to do so).

(6) 'Personal Information disposer' in this bylaw means the person who disposes personal information by him/herself or through other person for the purpose of task.

Article 5 (Responsibility of Subordinate Board) (1) The board holds responsible for management of the council's records.

(2) Representative of the council and subordinate boards should cooperate as much as possible to manage records and members' personal information safely.

Chapter 2. Secretariat Affairs

Article 6 (Principle of Secretariat Affairs) (1) In principle, in order for transparency and clear identification of responsibility, the council's secretariat affairs and representatives' actions should be saved as document.

Article 7 (Turnover of Secretariat Affairs) (1) When turnover is performed due to election, reshuffle of group or re-distribution of task, everything about the task should be turned over.

(2) The person turning over secretariat affairs should write all matters like procedure and related documents very specifically by document to turn over his/her work.

(3) When successor is not decided, or turnover is not possible due to special reasons, turnover should be done to the one substituting the work, and the substitute should immediately turnover the work when successor can proceed with task.

(4) Chairman of Central Executive Committee should always provide most recent information of Central Executive Committee for smooth turnover following paragraph 1.

Chapter 3. Document Writing

Article 8 (Validity and Effect of Document) (1) A document is valid when there is a confirmation like signature of the person responsible.

(2) A document is valid when it reached its receiver.

Article 9 (Production of document) (1) Subordinate boards of the council should write down documents of prior planning, process and results proceeding major policy or program.

(2) Each subordinate board should write down document in standardized form for tasks done repetitively for a long period of time.

(3) All documents should have written time and writer's affiliation, status and name

(4) The person responsible for document produced by each subordinate board is the chairman of the board, and all responsibility of production of document lies in the person responsible.

Article 10 (General Principle of Document Writing) (1) Document should be written in Korean that fits the standard of 'Framework Act on the National Language' but may include Chinese characters or other foreign words for accurate transfer of its definition. Also, through Communication Globalization Committee, document written in English may be added.

(2) Content of document should be precise and exact, and should avoid using non-standardized abbreviation and specialized words for easy understanding.

(3) If there are no specific reasons, documents should be written on A4 paper

Article 11 (Form of Document) (1) Legislative Board produces the following paragraph's document by dedicated form

1. Report of Absence
2. Request for meeting and list of signatures
3. Call for Meeting/Announcement of result
4. Minutes
5. Meeting item report and sourcebook

(2) The executive board and specialized board should write the following paragraph's document in dedicated form

1. Official documents
2. List of execution officers

(3) Each autonomous board and special board shall produce the following documents according to standard format. If necessary, autonomous boards may also have subordinate legislative organizations and executorial organizations produce documents, according the autonomous regulations.

1. Autonomous regulations
2. Records regarding the revision of autonomous regulations

(4) Each autonomous board of the Council shall produce the following financial documents.

1. Budget proposal and settlement of accounts

2. Receipts from project execution
3. List of fixed assets

Article 12 (Management of Documents) (1) Each autonomous board of the Council shall take measures to produce and manage documents electronically.

(2) Each autonomous board of the Council shall make measures so that members of the Council may freely read the electronic documents produced by the board.

Chapter 4 Management of Records

Article 13 (Duties of Records) (1) Each member of the Council is responsible for preserving and managing documents produced by the Council, according to 『KAIST USC Constitution』 and its bylaws.

(2) The COC shall be in charge of the general transferring of documents to a document management organization.

(3) Each subordinate board is responsible for transferring its documents to a document management organization.

(4) A document management organization is responsible for preserving and managing documents.

Article 14 (Principles of Document Management) (1) A document management organization shall manage documents so to ensure the authenticity, integrity, and reliability of the documents, throughout the entire process from production to practical use.

(2) A document manager shall work with the COC to transfer documents regularly to a document management organization.

(3) A document management organization shall take measures to have documents produced and managed electronically, and to have non-electronically produced documents be managed electronically as well.

(4) A document management organization shall endeavor for the standardization of document management, so that documents may be managed and used efficiently and with unity.

Article 15 (Preservation of Documents) (1) Documents from certain boards shall be preserved by unit of each board.

(2) Documents shall be preserved by unit of production date.

(3) Subordinate organizations of the Undergraduate Student Council produces a list of documents and the Document Management organization store the list with the documents.

(4) All document's storage must be done by the original copy. If storage of the document is difficult due to size, a reduced copy of the document may be stored.

Article 16 (Document Management Organization) (1) The Total Student representative meeting assigns a subordinate boards of the Council or a subordinate committee of the Central Operative Committee as the Document management Organization.

(2) The Document Management Organization has the jobs described in the following sub-paragraphs.

1. Overview, control of document managements, creating and improving policies for Document Management.
2. Establishment of Standardization Policies for Document Management and development and execution of standards for Document Management.
3. Construction and standardization of electronic Document Management system.
4. Training Document Management Officers.
5. Exchange and Cooperation with other Document Management Organization.
6. Any other roles stated in this bylaws.

Article 17(Storage of Documents) Document Management Organization stores documents stated in the following sub-paragraphs.

1. Meeting agendas, references, minutes created by the Legislative Board.
2. Election Report, Policies collection, and any other documents regarding election
3. Acceptance, transfer reports made by the Undergraduate Student Council Acceptance Committee
4. Audit Reports from the Board of Audit and translation evaluation report from the Communication Globalization Committee
5. Business materials from subordinate boards of the Undergraduate Student Council.
6. [KAIST Undergraduate Student Council Rulebook]
7. Any other Documents the Document Management Organization collects.

Chapter 5 Publicity of Documents

Article 18(Principles for Document Publicity) All documents named by this bylaw are to be made public.

Article 19(Request for Document) (1) Documents that are stored in the Document Management Organization that are not revealed online can be viewed by a Request for Document to the Document Management Organization.

(2) The original copy of printed material stored at the Document Management Organization cannot be rented, and can only be viewed inside the Organization or rented out as a copy.

(3) The Document Management Organization provides a format for Request for Document

Article 20(Restriction on Request for Document) Document Management Organization cannot deny a Request for Document from a member of the council or an individual requesting the document for academic or public interest. However, when the case is the one

mentioned in the following sub-paragraphs, the Central Operative Committee may decide to share only part of the document.

1. When a individual that is not a member of the Council made a Request for Document
2. When leakage of individual privacy concerned
3. When early revelation may lead to the harm of the Council and the subordinate boards of the Undergraduate Student Council

Article 21(Usage of the Documents) (1) Members of the Council and individuals that have the right to Request for Documents may use the Council's Documents for issues such as academic, business, and decision making.

(2) Documents that were omitted by organizations of the Council may be copied from the Document Management Organization and used.

Chapter 6 Protection of Personal Information

Article 22(Management of Personal Information of Members) (1) The Council must actively protect personal information of the members, which include name, cell phone number, RRN, student number, GPA, and living place.

(2) Manager of Personal Information cannot collect and manage information that will severely invade one's privacy. Such information are and not limited to belief, join/quit of political parties/labor union, political views, health, sex life.

Article 23(Principles for Protection of Personal Information) (1) Manager of Personal Information must clearly have a purpose of management, and may only collect the least amount of personal information in a legal manner.

(2) Manager of Personal Information must have the consent of the individual or a fair purpose with concrete reasons to collect, view, and use personal information

(3) If it is possible to anonymously document personal information, the information must be documented anonymously

Chapter 7 Supplementary Provisions

Article 24(Rules for Document Management) Specific rules for Document Management may be made as Supplemental Provisions for this bylaws, and are called Rules for Document Management

Culture Autonomous Funds Bylaws

[KAIST Undergraduate Student Council Bylaws 6]

Chapter 1 General Provisions	1~4
Chapter 2 Cultural Autonomous Committee	5~13
Chapter 3 Cultural Autonomous Funds	
Section 1 Management of Funds	14~15
Section 2 Deliberation / Fund Support	16~22
Chapter 4 Supplementary Provisions	23~24

Chapter 1. General Provisions

Article 1 (Purpose) The purpose of this by-law is to efficiently and fairly operate the Cultural Autonomous Funds defined per Chapter 8 Section 5 of the KAIST USC Constitution such that This Council's members can undergo autonomous culture formation and activities.

Article 2 (Rule) The Cultural Autonomous Funds are used for the support of the popular culture programs held by members of This Council on-campus / off-campus, the purchase and management of equipments, facilities and other items whose utilization can be clearly confirmed as public interest, or other activities that can realize the autonomy of the university.

Article 3 (Coverage) The coverage of this by-law include the operation of the Culture Autonomous Committee and the deliberation process for using the Culture Autonomous Funds.

Article 4 (Definition)

- (1) In this by-law, "applicant" is defined as an individual, small group, or organization who applied for the support of the Cultural Autonomous Funds.
- (2) In this by-law, "event" is defined as activities of which the applicant desires the support of the Cultural Autonomous Funds
- (3) In this by-law "deliberation" is defined as the deliberation process of the Culture Autonomous Committee for the decision and extent of support of the Cultural Autonomous Funds for the applied event.
- (4) In this by-law "funds" are defined as the Cultural Autonomous Funds provided to the applicant's event through the deliberation of the Culture Autonomous Committee

Chapter 2. Culture Autonomous Committee

Article 5 (Purpose) The Culture Autonomous Committee is the board with the total discretion and executive power for all tasks related to the efficient and fair use of the Cultural Autonomous Funds, as authorized by This Council.

Article 6 (Status) The Culture Autonomous Committee is a specialized board under This Council.

Article 7 (Tasks and Authority) The Culture Autonomous Committee has the following tasks as indicated in the following sub-paragraph

1. The deliberation and appropriation of Cultural Autonomous Funds
2. The promotion and support of activities related to the Cultural Autonomous Funds
3. The execution of appropriate tasks for the operation of the Cultural Autonomous Funds

Article 8 (Organization)

- (1) The Culture Autonomous Committee is composed of one from either the Undergraduate Student Council Presidency or the Head of the Central Executive Committee; two from the Standing Committee Presidency; two from the Department Student Council Presidency or the Freshmen Student Council Presidency; one from the Undergraduate Student Clubs Union Presidency; two from the Undergraduate Student Clubs Union branch Presidency; and one recommended from the Undergraduate Student Clubs Union.
 - (a) If, for some unforeseen reason, the composed member of the member list from Paragraph 1 needs to change, it needs to undergo the deliberation of the Central Operative Committee.
- (2) After the composition of the Culture Autonomous Committee members are completed, such members must be appointed by the Central Operative Committee by a maximum of 15 days.
- (3) If the required composition of the members are not met, the Culture Autonomous Committee must meet the required composition by a maximum of 15 days; such members can be appointed by the Central Operative Committee through written decision.

Article 9 (Chairman)

- (1) The chairman of the Culture Autonomous Committee represents the Culture Autonomous Committee and manages / oversees its work.
- (2) The chairman is elected within the Culture Autonomous Committee and the election result is reported to the Central Operative Committee

Article 10 (Term of Office)

- (1) The term of the members of the Culture Autonomous Committee starts from the appointment of the Central Operative Committee to that year's regular General Student Representative Committee.

Article 11 (Convention)

- (1) The regular convention of the Culture Autonomous Committee should occur once per week during the semester. However, if there is no need for deliberation, then the head of the committee can cancel the convention.
- (2) If a convention is needed for deliberation, then the head can call for an extraordinary convention.

Article 12 (Deliberation and Resolution)

- (1) The Culture Autonomous Committee can resolve an issue if more than $\frac{2}{3}$ of its members are present and the majority ($\frac{1}{2}$) of the attending members agree.
- (2) For Funds that exceeds 2% of the total annual Student Fee, the Funds can be resolved only through the agreement of more than $\frac{2}{3}$ of the attending members.
- (3) If a written decision is held, the decision can be resolved if more than $\frac{2}{3}$ of its members are present and $\frac{2}{3}$ of the attending members agree on the issue.

Chapter 3. Cultural Autonomous Funds

Section 1. Management of Funds

Article 13 (Categorization of Funds) The Cultural Autonomous Funds are categorized as the following sub-paragraph:

1. Student Fee Funds: Funds categorized per the Student Fee categorization criterion that can be used by the Cultural Autonomous Committee
2. School Support Funds: Funds supported from the School's Student Support Team

Article 14 (Management of Funds)

- (1) The Student Fee Funds are managed per Article 184 of the KAIST USC Constitution and the responsibility of management is with the Culture Autonomous Committee
- (2) The Student Fee Funds left-over from the deduction of the Support Funds are carry-overed to the next semester.
- (3) The Head of the Cultural Autonomous Committee must report the following sub-paragraphs on the Fund status at the regular General Student Representative Conference at the beginning of every semester
 1. Student Fee Funds that were carry-overed
 2. The current status of the applicants and events
 3. Deliberation results and total gross sum of the amount of support (Clearly state the applicants and events for each occasion of support)

Section 2. Deliberation / Fund Support

Article 15 (Eligibility)

- (1) The Cultural Autonomous Funds are eligible for the following members as stated in the following Sub-Paragraph:
 1. Team or group that contains more than 75% of people who is a member of the Council, and less than 10% of people who are not a member of KAIST.
 2. Person who is a member of the Council.
- (2) Despite what said in paragraph 1, if Culture Autonomous Committee has agreed to pass a vote, where more than 2/3 of Culture Autonomous Committee member being presented at vote and vote yes has held a majority, the member of the Council can give a qualification to register to the team or group that held a majority.
- (3) Single team or group can receive a support fund up to twice per year, single special board can up to three time per year, and any other request exceeding the maximum cannot be done.
- (4) Any qualifications for school club, that contains maximum number of support fund that the school club can receive or impositions of discipline held from Undergraduate Student Clubs Union and such, should be decided from having an agreement from Undergraduate Student Clubs Union, considering fairness with other applicant.

Article 16 (Applying for evaluation)

- (1) Any applicant who satisfy conditions written in article 15 can apply for support fund at Culture Autonomous Committee at all times.

- (2) Applicant according to paragraph 1 should be restricted to an event that will be held in less than 30 days.

Article 17 (Categorizing an evaluation)

Evaluation must be held according to regulations that met an agreement from Culture Autonomous Committee, and evaluations are categorized according to following sub-paragraph.

1. Beforehand evaluation: Deciding amount of support fund of an event according to application form written by the applicant.
2. After-hand evaluation: Evaluating the achievement and the usage of support fund after the event being held.

Article 18 (Beforehand evaluation)

- (1) Culture Autonomous Committee should proceed a beforehand evaluation at ordinary session or extraordinary session, which is held right after the application, according to what said in following sub-paragraph. However, the applicant must apply the reference before 48 hours when the session starts.
 1. Application form about culture autonomous fund
 2. Budget bill and actual inspection form of the event
 3. Evidential material of cost estimation and specific plan of holding the event
- (2) Support fund should be approved item by item, which are classified according to applicant's material at beforehand evaluation.
- (3) According to what being judged, no fund should be made if it satisfies any conditions written in following sub-paragraph.
 1. If anything inappropriate, such as composition of club applied, et cetera, can be seen.
 2. If event being applied does not satisfies conditions of providing culture autonomous fund written in article 2.
 3. If duplicated fund, from various reasons such as sponsorship, was being requested at same item.
- (4) Any items among the request that exceeds 5 million won should not be accepted.
- (5) Any items that are decided as not being funded can be reapplied only once more at next session by the applicant

Article 19 (Deciding the fund)

- (1) Culture Autonomous Committee pays total sum of support fund, which has been evaluated at beforehand evaluation, from School Union fee or School Support fund, before when event begins.
- (2) Support fund which exceeds 2% of School Union fee per one event should be paid from School Support fund.

Article 20 (After-hand evaluation)

- (1) Culture Autonomous Committee should proceed an after-hand evaluation about event's financial affairs, including achievement and support fund, after when the event is over.

- (2) After-hand evaluation will be processed during ordinary session at March, June, September, December, for events that has done a beforehand evaluation right after latest after-hand evaluation had been made.
- (3) After-hand evaluation about event's affair will be determined from Bylaws for Financial Operations.
- (4) Culture Autonomous Committee can decide a return of support fund referred to after-hand evaluation.

Article 21 (Returning support fund)

- (1) From what said in article 19, if an event has been judged as inappropriate, applicant must return all support fund.
- (2) If some part of event has been judged as inappropriate, applicant must return a support fund which he or she received at the inappropriate item.
- (3) If an applicant declines to return support fund, despite what said in sub-paragraph 1 and 2, Culture Autonomous Committee can decide the applicant to be banned from applying for a Culture Autonomous fund for life, or request a penalty, written in KAIST USC Constitution Article 44, at General Student Representative Conference.

Article 22 (Announcement) Culture Autonomous Committee must announce a deliberated result at every end of a month.

Chapter 4. Supplementary Provisions

Article 23 (Rules of operating Culture Autonomous Committee)

- (1) Any specific rules can be made by Culture Autonomous Committee, if not being regulated from what being written, attendant to this bylaw, if thought necessary when operating the Committee, and are called Rules of operating Culture Autonomous Committee.
- (2) Amendment of Rules of operating Culture Autonomous Committee will be made from Culture Autonomous Committee's decision.

Article 24 (Rules of judging Culture Autonomous fund)

- (1) Any specific rules about beforehand and after-hand evaluation can be made attendant to this bylaw by Culture Autonomous Committee, and are called rules of judging Culture Autonomous fund.
- (2) Amendment of Rules of judging Culture Autonomous fund will be made from Culture Autonomous Committee's decision.