

COPY

REGULATION OF THE MINISTER OF RESEARCH, TECHNOLOGY, AND  
HIGHER EDUCATION OF THE REPUBLIC OF INDONESIA  
NUMBER 79 OF 2017  
ON  
THE STATUTE OF STATE UNIVERSITY OF SURABAYA  
BY THE GRACE OF THE ONE AND ONLY GOD  
MINISTER OF RESEARCH, TECHNOLOGY, AND HIGHER  
EDUCATION REPUBLIC OF INDONESIA,

- Consider :
- a. that to provide a reference for the management and implementation of the Tridharma of Higher Education within the State University of Surabaya, it is necessary to draw up the Statute of the State University of Surabaya;
  - b. that to implement the provisions of Article 66 section (1) of Law Number 12 of 2012 concerning Higher Education and Article 29 section (10) of Government Regulation Number 4 of 2014 concerning the Implementation of Higher Education and Management of Higher Education, it is necessary to stipulate the Statute of the State University of Surabaya;
  - c. that based on the considerations as referred to in letters a and b, it is necessary to stipulate a Regulation of the Minister of Research, Technology and Higher Education concerning the Statute of the State University of Surabaya;
- Remember :
1. Law Number 12 of 2012 concerning Higher Education (State Gazette of the Republic of Indonesia of 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);
  2. Government Regulation Number 23 of 2005 concerning Financial Management of Public Service Agencies (State Gazette of the Republic of Indonesia on 2005 Number 48);
  3. Government Regulation Number 4 of 2014 concerning the Implementation of Higher Education and Management of Higher Education (State Gazette of the Republic of

- Indonesia on 2014 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5500);
4. Presidential Regulation Number 13 of 2015 concerning the Ministry of Research, Technology and Higher Education (State Gazette of the Republic of Indonesia on 2015 Number 14);
  5. Presidential Decree No. 99/1999 on the Change of the Teacher Training and Education Institute (IKIP) to a University;
  6. Regulation of the Minister of Education and Culture Number 139 of 2014 concerning Guidelines for the Statute and Organization of Higher Education (State Gazette of the Republic of Indonesia on 2014 Number 1670);
  7. Regulation of the Minister of Research, Technology and Higher Education Number 15 of 2015 concerning Organization and Work Procedure of the Ministry of Research, Technology and Higher Education (State Gazette of the Republic of Indonesia on 2015 Number 889);
  8. Regulation of the Minister of Research, Technology and Higher Education Number 15 of 2016 concerning Organization and Work Procedure of the State University of Surabaya (State Gazette of the Republic of Indonesia on 2016 Number 624);
  9. Regulation of the Minister of Research, Technology and Higher Education Number 19 of 2017 concerning the Appointment and Dismissal of Leaders of State Universities (State Gazette of the Republic of Indonesia on 2017 Number 172);

DECIDE:

Establish : REGULATION OF THE MINISTER OF RESEARCH, TECHNOLOGY, AND HIGHER EDUCATION CONCERNING THE STATUTE OF THE STATE UNIVERSITY OF SURABAYA.

## CHAPTER 1

### GENERAL REQUIREMENTS

#### Article 1

In this Ministerial Regulation the meaning of:

1. The State University of Surabaya, hereinafter referred to as Unesa, is a state university that provides academic education and can provide vocational education in various science and/or technology clusters and if it meets the requirements, it can provide professional education.
2. The Unesa Statute hereinafter referred to as the Statute, is the basic guideline for the management of Unesa which is used as the basis for preparing regulations and operational procedures at Unesa.
3. The Rector is the Rector of Unesa.
4. The Senate is the Senate of Unesa.
5. The Senate of Faculty is a policy-making element that has provide consideration and supervision to the dean in academic implementation within the faculty.
6. The Academic Civitas is an academic community consisting of Unesa lecturers and college students.
7. Lecturers are professional educators and scientists at Unesa with the primary task of transforming, developing, and disseminating science and technology through education, research, and community service.
8. College students are students who are registered in one of the study programs at Unesa.
9. Educational staff is community members who are dedicated and appointed to support the implementation of higher education at Unesa.
10. Minister is the minister who carries out government duties in the sector of higher education.

CHAPTER II  
IDENTITY

Article 2

- (1) Unesa is a state university within the Ministry of Research, Technology, and Higher Education, which is domiciled in the city of Surabaya and has a campus in Sidoarjo Regency, East Java Province.
- (2) Unesa as referred to in section (1) is a change from the Surabaya Teacher Training and Education Institute (IKIP) based on the Decree of the President of the Republic of Indonesia Number 93 of 1999 concerning the Change of the Teacher Training and Education Institute (IKIP) to a University on August 4, 1999.
- (3) IKIP Surabaya, as referred to in section (2) was established on December 19, 1964, based on the Decree of the Minister of Higher Education and Science Number 182/1964 on December 24, 1964.
- (4) December 19 is designated as Unesa's anniversary (dies natalis).

Article 3

- (1) Unesa has a gold symbol with the RGB code 216, 174, 71 which consists of a logogram and a logotype.
- (2) The logogram, as referred to in section (1) consists of:
  - a. the symmetrical of the eagle's wings which has 4 (four) small feathers and 5 (five) large feathers on each wing;
  - b. an open book is the base of the eagle's feathers; and
  - c. the hero monument, which is located between the wings consists of 3 (three) pillars with a lotus bud symbol as the peak.
- (3) The logotype as referred to in section (1) is as UNESA writing with specially created letters and is under the logogram.
- (4) The Unesa symbol as referred to in section (1) has the meaning:
  - a. the gold color means the enthusiasm and optimism of

the Academic Civitas in achieving the highest achievements;

- b. Garuda's wings, which have 4 (four) small feathers and 5 (five) large feathers, symbolize the spirit of 45 in realizing national development goals;
  - c. An open book means disseminating and developing knowledge;
  - d. The hero monument as 3 (three) pillars is an iconic representation of the city of Surabaya, which means the firm determination of the academic community in implementing the tridharma of higher education; and
  - e. The lotus bud symbol means the highest achievement that puts forward a quality culture based on morals and ethics.
- (5) The Unesa symbol as referred to in section (1) is:



- (6) Further provisions regarding the Unesa symbol are regulated by the Chancellor's Regulation.

#### Article 4

- (1) Unesa has a rectangular flag with a length to width of 3:2 (three versus two) in dark blue with an RGB code of 32, 21, 71 and in the middle there is the Unesa symbol.
- (2) The Unesa flag, as referred to in section (1) is:



- (3) Further provisions regarding the Unesa flag are regulated by the Rector's Regulation.

Article 5

- (1) Faculties and postgraduates at Unesa have a rectangular flag with a length to width of 3:2 (three versus two) with different colors, in the middle there is the Unesa symbol, and under the Unesa symbol is the name of each faculty/graduate golden yellow with RGB code 216, 174, 71.
- (2) The flag as referred to in section (1) is:
- a. The flag of the Faculty of Education is purple with the RGB color code 111, 70, 133 with the following image:



- b. The flag of the Faculty of Languages and Arts is yellow with the RGB code 254, 231, 21 with the following image:



- c. The flag of the Faculty of Mathematics and Natural Sciences is red with the RGB code 191, 25, 50, with the following image:



- d. The flag of the Faculty of Social Sciences and Law is blue with the RGB code 0, 75, 141 with the following image:



- e. The flag of the Faculty of Engineering is green with the RGB code 21, 93, 79 with the following image:



- f. The flag of the Faculty of Sports Science is blue with the RGB code 0, 123, 189 with the following image:



- g. The flag of the Faculty of Economics is dark gray with the RGB code 88, 83, 88 with the following image:



- h. The flag of Postgraduate is brown with RGB codes 147, 126, 87 with the following image:



- (3) Further provisions regarding faculty and postgraduate flags are regulated by the Rector's Regulation.

### Article 6

- (1) Unesa has hymns and marches.
- (2) The Unesa Hymn, as referred to in section (1) is:

### HIMNE UNESA

Maestoso

The musical score is written on five staves in a treble clef with a key signature of one sharp (F#) and a 4/4 time signature. The lyrics are written below the notes.

De ngan te kad ber ju ang De ngan da sar\_ pan ca si la Me ning  
kat kan kua li tas Sum ber da\_ ya ma nu sia U ni ver si tas Ne  
geri Su ra ba ya Mengem bang kan il mu ber wa wa san bu da ya De ngan ra sa cip ta  
kar ya dan do a De ngan s'ma ngat me nya la Me lang kah lah U NE  
SA Me nyi ap kan te na ga Tuk In do ne sia nan ja ya



- (3) Mars Unesa, as referred to in section (1) is:

### MARS UNESA

Marcia ♩ = 100



Se mangat ber ju ang me ngab di nu sa bang sa Kembang kan il mu dan se ni Mem ba  
ngun ber da sar kan pan ca si la Si a ga be la ne ga ra Ting kat  
kan pe ra nan sum ber da ya ma nu sia De mi In do ne sia ter cin ta Wu jud  
kan a mal kan il mu i man dan taq wa U NE SA te tap ja ya

- (4) Provisions regarding the use of hymns and marches are regulated by the Rector's Regulation.

### Article 7

- (1) Unesa has academic clothing and alma mater clothing.
- (2) The academic attire as referred to in section (1) consists of the attire of leaders, professors, the Senate, and graduates.
- (3) The alma mater attire as referred to in section (1) consists of a dark blue suit and tie with the RGB color code 32, 21, 71.
- (4) The alma mater coat as referred to in section (3) has the Unesa symbol on the left chest.
- (5) The alma mater tie as referred to in section (3) has the Unesa symbol in the middle.
- (6) Further provisions regarding academic attire and alma mater clothing are regulated by the Rector's Regulation.

CHAPTER III

IMPLEMENTATION OF TRIDHARMA HIGHER EDUCATION

First Part

Education

Article 8

- (1) Unesa organizes academic education, vocational education, and professional education.
- (2) Academic education as referred to in section (1) covers undergraduate program education, master program, and doctoral program.
- (3) Vocational education, as referred to in section (1) includes education for diploma programs, applied master programs, and applied doctoral programs.
- (4) Professional education, as referred to in section (1) is higher education after the undergraduate program that prepares students for jobs that require special skill requirements.
- (5) Further provisions regarding the implementation of education shall be regulated by the Rector's Regulation after receiving consideration from the Senate the legislation.

Article 9

- (1) Implementing education at Unesa uses the academic year, as outlined in the academic calendar.
- (2) The academic year, as referred to in section (1) consists of the odd semester and even semester.
- (3) A semester is a unit of time for the effective learning process for at least 16 (sixteen) weeks, including the mid-semester examination and the end-semester examination.
- (4) The odd semester as referred to in section (2) begins in August and ends in January of the following year.
- (5) The even semester as referred to in section (2) begins in February and ends in July of the current year.

- (6) The learning process as referred to in section (3) can be carried out as learning in the form of lectures, responses and tutorials, seminars, practicum, studio practice, and workshop/field practice..
- (7) The lecture, as referred to in section (6) can be in the form of face-to-face, structured assignments, and/or independent assignments.
- (8) Further provisions regarding the implementation of the academic year and academic calendar are regulated by the Rector's Regulation after receiving consideration from the Senate by the legislation.

#### Article 10

- (1) Academic activities are held by implementing the Semester Credit System (SKS).
- (2) Semester Credit System (SKS) is an education administration system using semester credit units (SKS) to state the college student's study load, lecturer's workload, learning experience, and program implementation burden.
- (3) Further provisions regarding academic activities as referred to in section (1) shall be regulated by the Rector's Regulation after receiving consideration from the Senate.

#### Article 11

- (1) The curriculum is a set of plans and arrangements regarding the objectives, content, and teaching materials, as well as the methods used as guidelines for implementing learning activities to achieve educational goals.
- (2) The curriculum, as referred to in section (1) is compiled and developed for each study program by the development of science and/or technology referring to the National Higher Education Standards.
- (3) The curriculum, as referred to in section (1) is reviewed periodically according to needs.

- (4) Further provisions regarding the curriculum are regulated by the Chancellor's Regulation after receiving consideration from the Senate by the legislation.

#### Article 12

- (1) Learning assessment standards are the minimum criteria regarding the assessment of student learning processes and outcomes to fulfill graduate learning outcomes.
- (2) Assessment of student learning processes and outcomes is carried out periodically by lecturers in charge of courses and is carried out as exams, task execution, observations, and/or other forms of assessment.
- (3) The examination has referred to in section (2) can be carried out through the mid-semester examination, the end of the semester examination, the final examination of the study program, and other forms of examination.
- (4) Implementing the tasks as referred to in section (2) is carried out through structured or independent tasks as individuals or groups.
- (5) The observation as referred to in section (2) is carried out to get information on performance, attitudes, and behavior.
- (6) Further provisions regarding the assessment of learning processes and outcomes as referred to in section (1) to (5) shall be regulated by the Rector's Regulation after receiving consideration from the Senate.

#### Article 13

- (1) At the end of the education program implementation, college students who have completed the entire learning process and are declared to have passed are entitled to take part in the graduation.
- (2) Graduation is held at least 1 (one) time in 1 (one) academic calendar year.
- (3) Further provisions regarding graduation as referred to in section (1) shall be regulated by the Rector's Regulation after receiving consideration from the Senate.

Article 14

- (1) Indonesian is the language of instruction used in the implementation of the tridharma at Unesa.
- (2) Foreign languages or regional languages can be used, both in the administration of education and in the delivery of certain knowledge and/or skills to further improve the usability and results of the learning process at Unesa.

Article 15

- (1) Unesa accepts new college students graduating from High School, Madrasah Aliyah, Vocational High School, Vocational Madrasah Aliyah, other equal education units, and/or university graduates.
- (2) Admission of new college students as referred to in section (1) shall be conducted through the selection of new college student admissions by the provisions of laws and regulations.
- (3) New College Student Admissions do not differentiate gender, religion, ethnicity, race, nationality, social status, and level of economic ability.
- (4) Unesa may accept transfer college students from other universities and college students with study assignments and/or study permits by the provisions of laws and regulations.
- (5) Unesa can accept college students with special needs following the facilities and infrastructure.
- (6) Unesa may accept students of foreign nationals by laws and regulations.
- (7) Further provisions regarding student admissions as referred to in section (1) to section (6) shall be regulated by Rector Regulation after receiving consideration from the Senate by the legislation.

Second Part  
Research

Article 16

- (1) Unesa conducts basic research and/or applied research.
- (2) The research as referred to in section (1) aims to develop and apply science and/or technology.
- (3) The research as referred to in section (1) is carried out by Lecturers and/or Students, either in groups or independently, and may involve functional staff.
- (4) Research results must be disseminated through seminars, published, and/or patented by universities, except for research results that are confidential, disturbing, and/or endangering the public interest.
- (5) Publication of research results as referred to in section (4) shall be published in national scientific journals, accredited national scientific journals, international scientific journals, and/or other forms of scientific publications recognized by the Ministry of Research, Technology and Higher Education.
- (6) Research is carried out and coordinated by the Institute for Research and Community Service.
- (7) Further provisions regarding research are regulated by the Rector's Regulation after receiving consideration from the Senate.

Article 17

- (1) Unesa may publish scientific journals.
- (2) The scientific journal has referred to in section (1) shall be written in Indonesian and/or the official language of the United Nations.
- (3) Scientific journals as referred to in section (1) shall be published in print and/or electronically.
- (4) Further provisions regarding scientific journals as referred to in section (1) to section (3) regulated by the Rector's Regulation.

### Third Part

#### Society service

##### Article 18

- (1) Community service is carried out in the application, utilization, and development of science and/or technology.
- (2) Community service is carried out to contribute to regional development, innovation and technology transfer, solutions to social problems, poverty alleviation, and community empowerment.
- (3) Community service must be useful and disseminated to the community.
- (4) Community service as referred to in section (1) is carried out by Lecturers and/or College Students, both in groups and independently, and may involve Education Personnel.
- (5) Community service is carried out and coordinated by the Institute for Research and Community Service.
- (6) Further provisions regarding community service shall be regulated by the Rector's Regulation after receiving consideration from the Senate.

### Fourth Part

#### Code of Ethics and Academic Ethics

##### Article 19

- (1) (1) Unesa has a code of ethics and academic ethics that serve as the basis for the behavior of Lecturers, College Students, and Education Personnel.
- (2) The code of ethics as referred to in section (1) consists of:
  - a. Lecturer code of ethics;
  - b. College Student code of ethics; and
  - c. Code of Ethics for Education Personnel.

- (3) Academic ethics is referred to in section (1) is a behavioral guide for the Unesa Academic Community.
- (4) The code of ethics and academic ethics as referred to in section (1) includes:
  - a. benefit;
  - b. honesty;
  - c. earnestness;
  - d. sincerity;
  - e. sincerity;
  - f. fellowship;
  - g. togetherness; and
  - h. responsible.
- (5) Further provisions regarding the Lecturer's code of ethics as referred to in section (2) letter a, College Student code of ethics as referred to in section (2) letter b, and academic ethics as referred to in section (3) shall be regulated by the Rector's Regulation after receiving consideration Senate.
- (6) Further provisions regarding the code of ethics for Education Personnel as referred to in section (2) letter c shall be regulated by the Rector's Regulation.

#### Fifth Part

#### Academic Freedom, Freedom of the Academic Pulpit, and Scientific Autonomy

#### Article 20

- (1) Unesa upholds academic freedom, freedom from the academic pulpit, and scientific autonomy.
- (2) Academic freedom as referred to in section (1) is the freedom of the Academic Civitas in higher education to explore and develop science and/or technology responsibly through implementing of the tridharma of higher education and does not conflict with the provisions of laws and regulations.



- (3) The freedom of the academic pulpit as referred to in section (1) is the authority of professors and/or lecturers who have scientific authority and authority to state openly and responsibly regarding something related to their scientific family and branch of knowledge through lectures, lectures, seminars, symposiums, panel discussions, examinations, and other scientific under scientific norms and rules within Unesa and upholding religious, moral, and ethical values.
- (4) Scientific autonomy as referred to in section (1) is the independence and freedom of the Academic Civitas in a science and/or technology in discovering, developing, disclosing, and/or maintaining scientific truth according to scientific principles, methods, and academic culture to ensure sustainability. Development of branches of science and/or technology.
- (5) Further provisions regarding academic freedom, freedom of the academic pulpit, and scientific autonomy as referred to in section (1) shall be regulated by the Rector's Regulation after receiving consideration from the Senate.

## Sixth Part

### Degrees and Awards

#### Article 21

- (1) Unesa provides degrees, diplomas, and academic transcripts and certificates accompanying diplomas, and/or certificates of competence to college students who are declared to have passed under laws and regulations.
- (2) The title as referred to in section (1) consists of:
  - a. academic degree;
  - b. vocational degree;
  - c. professional degree; and/or
  - d. specialist degree
- (3) Further provisions regarding the awarding of degrees,

diplomas, and academic transcripts and certificates accompanying diplomas, and/or certificates of competence as referred to in sections (1) and (2) shall be regulated by the Rector's Regulation under the legislation.

#### Article 22

- (1) Unesa may grant an honorary doctorate (Doctor Honoris Causa) or other designation to someone who has rendered extraordinary services for the advancement and development of science and/or technology under the legislation.
- (2) Further provisions regarding the awarding of an honorary doctorate or other designation as referred to in section (1) shall be regulated by the Rector's Regulation after receiving consideration from the Senate under the legislation.

#### Article 23

- (1) Unesa can give awards to a person, group of people, organizations, and/or institutions who are meritorious, outstanding, and/or dedicated to organizing Unesa.
- (2) The award as referred to in section (1) may be as a certificate, medal, trophy, and/or other forms of the award.
- (3) Further provisions regarding awarding are regulated by the Rector's Regulation.

### CHAPTER IV

#### VISION, MISSION, AND ORGANIZATION

##### First Part

##### Vision, Mission and Objectives

#### Article 24

Unesa's vision: Excellence in education, strong in science.

#### Article 25

Unesa's missions:

- a. organize learner-centered education and learning by using an effective learning approach and optimizing the use of technology;
- b. conduct research in science and/or technology that is beneficial for the development of science and public welfare;
- c. disseminating science and/or technology through community service activities that are oriented towards community empowerment and civilization; and
- d. implement effective, efficient, transparent, and accountable higher education governance that sustainably ensures quality.

#### Article 26

Unesa has a motto of growing with character, which means bringing Unesa into a university that excels in strong education in science-based on faith, intelligent, independent, honest, caring, and tough.

#### Article 27

Unesa's Objectives:

- a. produce graduates who are intelligent, religious, noble, independent, professional, and have advantages;
- b. produce scientific works and creative works, both in education and scientific excellence, and become a reference in the application of science and/or technology;
- c. produce works of community service through the application of science and/or technology to create an independent, productive, and prosperous society;
- d. realize Unesa as an educational center and a scientific center based on the noble values of national culture; and
- e. produce effective and efficient institutional performance by creating a humanistic academic climate, transparent, accountable, responsive, and fair institutional management to ensure the quality of implementing the

tridharma of higher education sustainably.

#### Article 28

- (1) To achieve the vision, mission, and objectives as referred to in Article 24, Article 25, and Article 27, Unesa prepares a development direction plan which includes:
  - a. A long-term development plan that includes a 25 (twenty-five) year development plan and program;
  - b. A strategic plan that contains a 5 (five) year development plan and program; and
  - c. The annual work plan is an elaboration of the strategic plan, which contains 1 (one) year programs and activities.
- (2) Further provisions regarding the long-term development plan, strategic plan, and annual work plan as referred to in section (1) shall be regulated by the Rector's Regulation.

#### Second Part

#### Unesa Organization

#### Paragraph 1

#### General

#### Article 29

- (1) Unesa organs consist of:
  - a. Senate;
  - b. Rector;
  - c. Internal Supervisory Unit; and
  - d. Advisory Council.
- (2) Besides organs as referred to in section (1), Unesa as a university that applies the pattern of financial management of public service bodies has an organ of the Supervisory Board.

Paragraph 2

Senate

Article 30

- (1) The Senate as referred to in Article 29 section (1) letter a is an organ that carries out the function of determining and considering the implementation of academic policies.
- (2) In carrying out the functions as referred to in section (1), the Senate has duties and authorities:
  - a. determination of policies, norms/ethics, and academic code of ethics;
  - b. supervision of:
    1. application of academic norms/ethics and codes of ethics for the academic community;
    2. the application of academic provisions;
    3. implementation of higher education quality assurance at least refers to the National Higher Education Standards;
    4. implementation of academic freedom, freedom of the academic pulpit, and scientific autonomy;
    5. implementation of academic rules;
    6. implementation of the Lecturer's performance appraisal policy; and
    7. implementation of the learning process, research, and community service.
  - c. giving consideration and suggestions for improving the learning process, research, and community service to the Rector;
  - d. considering the Rector in the opening and closing of study programs;
  - e. considering the granting or revocation of academic degrees and awards;
  - f. considering the Rector in the nomination of head lecturers and professors; and
  - g. providing recommendations for imposing sanctions on violations of academic norms, ethics, and

regulations by the Academic Civitas to the Rector.

- (3) In carrying out the duties and authorities as referred to in section (2), the Senate shall prepare a report on the results of supervision and submit it to the Rector for follow-up.

### Article 31

- (1) Members of the Senate consist of:
  - a. 5 (five) deputy lecturers from each faculty;
  - b. Rector;
  - c. Vice-rector;
  - d. dean;
  - e. Postgraduate director; and
  - f. head of institution.
- (2) Senate members who come from Lecturer representatives from each faculty as referred to in section (1) letter a are selected by the Faculty Senate and proposed by the dean to the Rector.
- (3) The term of office for members of the Senate from the representative of lecturers from each faculty as referred to in section (1) letter a is for 4 (four) years and may be reappointed for 1 (one) term of office.
- (4) The members of the Senate as referred to in section (1) shall be determined by the Rector.
- (5) The composition of the Senate membership consists of:
  - a. Chairperson concurrently member;
  - b. b. secretary concurrently member; and
  - c. member.
- (6) The head and secretary of the Senate as referred to in section (5) letter a and letter b are held by members of the Senate from representatives of Lecturers.
- (7) In carrying out its duties, the Senate may form a commission/worker's body under the needs and determined by the head of the Senate.
- (8) Further provisions regarding the requirements,

appointment, and dismissal of members of the Senate who come from Lecturer representatives as referred to in section (1) letter a are regulated by Senate Rules.

#### Article 32

- (1) In carrying out its duties and authorities, the Senate holds meetings/trials.
- (2) Further provisions regarding Senate meetings/sessions as referred to in section (1) shall be regulated by Senate Rules.

#### Paragraph 3

##### Rector

#### Article 33

- (1) The Rector as referred to in Article 29 section (1) letter b is an organ that carries out the function of determining non-academic policies and managing Unesa for and on behalf of the Minister.
- (2) In carrying out the functions as referred to in section (1), the Rector has the responsibility and authority:
  - a. draw up the Statute and its amendments to be proposed to the Minister after obtaining the approval of the Unesa organ;
  - b. prepare and/or change long-term development plans;
  - c. prepare and/or amend a 5 (five) year strategic plan;
  - d. prepare and/or amend the annual work plan and annual budget (operational plan);
  - e. manage education, research, and community service under the annual work plan and annual budget;
  - f. appoint and/or dismiss unit leaders under the Chancellor based on the laws and regulations;
  - g. impose sanctions on the Academic Civitas who violates academic norms, code of ethics, and/or academic regulations based on the recommendations of the Senate;

- h. impose sanctions on Lecturers and Education Personnel who commit violations under the laws and regulations;
- i. fostering and developing Lecturers and Education Personnel;
- j. accept, foster, develop, and dismiss college students;
- k. manage the budget and state property under the legislation;
- l. administering a reliable information and communication technology-based management information system to support the management of the tridharma of higher education, accounting and finance, personnel, college student affairs, and alumni;
- m. compiling and submitting an accountability report for the implementation of the tridharma to the Minister;
- n. propose the appointment of head lecturers and professors to the Minister;
- o. fostering and developing relationships with alumni, the Central Government, Regional Governments, users of the results of higher education tridharma activities, and the community; and
- p. maintain the security, safety, health, and orderliness of the campus as well as work comfort to ensure the smooth running of the tridharma of higher education.

#### Article 34

The Rector as a managing organ consists of::

- a. Rector and Vice-rector;
- b. bureau;
- c. faculty and postgraduate;
- d. institutions; and
- e. technical implementation Unit.

#### Article 35



- (1) The organizational structure and working procedures of Unesa as referred to in Article 34 are regulated based on regulating the Minister of Research, Technology and Higher Education Number 15 of 2016 concerning The Organization and Work Procedure of the State University of Surabaya.
- (2) Unesa may propose changes to the organizational unit under the Rector as referred to in section (1) under the needs of the Minister.
- (3) Changes in the organizational unit as referred to in section (2) shall be determined by the Minister after obtaining approval from the minister who administers government affairs in utilization of state apparatus..

#### Article 36

- (1) Unesa as a public service agency may form a business management agency whose activities support the higher teacher education process.
- (2) The establishment of a business management body as referred to in section (1) in utilizing Unesa's resources, which among other things can take the form of a laboratory school.
- (3) Provisions regarding the organization of business management bodies are determined by the Chancellor as the head of the public service agency under the laws and regulations.

#### Paragraph 4

#### Internal Oversight Unit

#### Article 37

- (1) The Internal Supervisory Unit as referred to in Article 29 section (1) letter c is an organ that carries out non-academic supervisory functions for and on behalf of the Rector.
- (2) In carrying out the functions as referred to in section (1),

the Internal Supervisory Unit has the following duties and authorities:

- a. determination of internal control policies in the non-academic sector of Unesa;
  - b. internal control over the management of non-academic education;
  - c. preparation of reports on the results of internal control; and
  - d. provide suggestions and/or considerations regarding the improvement of the management of non-academic activities to the Rector based on the results of internal supervision.
- (3) In carrying out its duties as referred to in section (2), the Internal Supervisory Unit shall provide a report to the Rector.

#### Article 38

- (1) The members of the Internal Supervisory Unit are 9 (nine) people with a composition of expertise in the fields of:
  - a. financial Accounting;
  - b. Human Resource Management;
  - c. management of state property;
  - d. law; and
  - e. management.
- (2) Members of the Internal Supervisory Unit as referred to in section (1) may come from Lecturers and Education Personnel.
- (3) The membership structure of the Internal Supervisory Unit consists of:
  - a. Chairperson concurrently member;
  - b. secretary concurrently member; and
  - c. member.
- (4) The members of the Internal Supervisory Unit as referred to in section (3) shall be determined by the Rector.

- (5) The term of office for members of the Internal Audit Unit is 4 (four) years and may be reappointed.
- (6) Further provisions regarding the Internal Supervisory Unit shall be regulated by the Rector's Regulation under the laws and regulations.

Paragraph 5  
Advisory Council

Article 39

- (1) The Advisory Council as referred to in Article 29 section (1) letter d is an organ that carries out the function of non-academic considerations and assists the development of Unesa.
- (2) In carrying out the functions as referred to in section (1), the Advisory Council has the following duties:
  - a. consider the Rector's policies in non-academic fields;
  - b. plan suggestions/opinions on the Rector's policies in non-academic fields;
  - c. consider the Rector in the management of Unesa; and
  - d. help the development of Unesa.

Article 40

- (1) There are 5 (five) members of the Advisory Council, coming from the following components:
  - a. 1 (one) person from the Regional Government;
  - b. 1 (one) person from the business/industrial world;
  - c. 1 (one) person from a community leader/education expert;
  - d. 1 (one) person from Unesa; and
  - e. 1 (one) person from the alumni.
- (2) The membership composition of the Advisory Council consists of:
  - a. Chairperson concurrently member;

- b. secretary concurrently member; and
  - c. member.
- (3) The members of the Advisory Council as referred to in section (2) shall be determined by the Chancellor.
  - (4) The term of office for members of the Advisory Council is 4 (four) years and may be reappointed.
  - (5) Further provisions regarding the Advisory Council shall be regulated by the Rector's Regulation under the legislation.

#### Paragraph 6

#### Supervisory Board

#### Article 41

- (1) The Supervisory Board as referred to in Article 29 section (2) is an organ that carries out the function of fostering the Unesa public service agency.
- (2) The Supervisory Board as referred to in section (1) shall be determined by the Minister after obtaining approval from the minister in charge of governmental affairs in the financial sector.

### CHAPTER V

#### PROCEDURE FOR APPOINTMENT AND DISMISSAL OF ORGAN LEADERS

#### FIRST PART APPOINTMENT

#### Paragraph 1

#### Appointment of Senate Leader

#### Article 42

- (1) The Head of the Senate is elected from and by the members.
- (2) The election of the head of the Senate as referred to in

section (1) conducted in a meeting of the Senate.

- (3) The Senate meeting as referred to in section (2) shall be chaired by the oldest member of the Senate and accompanied by the youngest member of the Senate.
- (4) The Senate meeting as referred to in section (2) is declared valid if attended by at least 2/3 (two-thirds) of the total members of the Senate.
- (5) The election of the head of the Senate as referred to in section (2) conducted by deliberation to get consensus.
- (6) If the deliberation to reach a consensus as referred to in section (5) is not reached, an election shall be held by voting provided that each member of the Senate present has 1 (one) voting right.
- (7) The elected Chair of the Senate as referred to in section (6) is the candidate who gets the most votes.
- (8) The elected Chair of the Senate as referred to in section (5) or section (7) shall appoint a member of the Senate to be the secretary of the Senate.
- (9) The elected chairperson and secretary of the Senate shall be appointed by the Rector.
- (10) The term of office of the head and secretary of the Senate is 4 (four) years and may be re-elected for 1 (one) term of office.
- (11) Further provisions regarding the requirements and election of the head and secretary of the Senate shall be regulated by Senate Rules.

## Paragraph 2

### Appointment of Management Organ Leader

## Article 43

- (1) Lecturers may be given additional duties as Rector, vice-rector, dean, vice dean, postgraduate director, deputy director of graduate school, head of institution, secretary of institution, head of department/section, secretary of department/section, head of laboratory/workshop/studio and head of technical

implementation Unit.

- (2) The head of the technical implementing unit as referred to in section (1) is the head of the technical implementing unit that carries out the duties and functions in the academic field.
- (3) The provision of additional tasks as referred to in section (1) is carried out if there is a position vacancy.
- (4) Job vacancies as referred to in section (3) occur because:
  - a. resign from office; and/or
  - b. Unesa organizational change.
- (5) Quit from office as referred to in section (4) letter a includes:
  - a. his term of office ends;
  - b. permanent absence;
  - c. own application;
  - d. appointed in another state office;
  - e. sentenced to moderate or severe disciplinary action;
  - f. sentenced to imprisonment based on a court decision that has permanent legal force;
  - g. temporarily dismissed from state office;
  - h. released from the duties of a Lecturer;
  - i. undergoing study assignments or study permits for more than 6 (six) months leaving the tridharma of higher education; and/or
  - j. leave outside the state's responsibility.
- (6) The permanent absence as referred to in section (5) letter b includes:
  - a. Pass away;
  - b. a disease that cannot be cured is proven by the results of the examination of the health examination team or a certificate from the authorized official; or
  - c. resign from a civil-service employee at his request.
- (7) Organizational changes as referred to in section (4) letter b

includes:

- a. addition and/or change of work unit; and/or
- b. change in the form of Unesa.

#### Article 44

- (1) To be appointed as Rector, a Lecturer must meet the requirements under the legislation.
- (2) To be appointed as vice-rector, dean, vice-dean, director of postgraduate, deputy director of postgraduate, head of institution, secretary of institution, head of department/section, secretary of department/section, head of laboratory/workshop/studio and head of technical implementing unit, A Lecturer must meet the following requirements:
  - a. status of civil-service employee;
  - b. occupy the lowest academic position:
    1. head lector for the post of vice-rector, dean, director of postgraduate, deputy director of postgraduate, and head of the institution; and
    2. Lector for the position of deputy dean, secretary of the institution, head of the department/section, secretary of department/section, head of the laboratory/workshop/studio, and head of the technical implementing unit.
  - c. have a doctoral education qualification for the post of postgraduate director and deputy director of postgraduates;
  - d. believe in The One and Only God;
  - e. maximum age of 60 (sixty) years at the end of the term of office of the incumbent leader;
  - f. have managerial experience in a university environment at least as secretary of the department/section for a minimum of 2 (two) years to become vice-rector, dean, and postgraduate director;
  - g. willing to be nominated as a candidate for vice-

rector, dean, vice dean, postgraduate director, deputy director of postgraduate, head of the institution, secretary of institution, head of the department/section, secretary of department/section, head of laboratory/workshop/studio and the head of the technical implementing unit stated in writing;

- h. physically and mentally healthy;
- i. free of narcotics, precursors, and other addictive substances;
- j. have every element of employee performance appraisal at least good value in the last 2 (two) years;
- k. not currently undergoing study assignments or study permits for more than 6 (six) months leaving the university's tridharma assignments stated in writing;
- l. not currently serving a moderate or severe disciplinary sentence;
- m. have never been sentenced to imprisonment based on a court decision that has permanent legal force;
- n. never commit plagiarism as regulated in the provisions of laws and regulations; and
- o. has prepared and submitted a State Official Wealth Report to the Corruption Eradication Commission.

#### Article 45

- (1) Educational staff may be appointed as high Pratama leaders/bureau heads, administrators/section heads, and supervisors/subsection heads or heads of technical implementing units.
- (2) Appointment of high pratama leaders/bureau heads, administrators/section heads, and supervisors/subsection heads or heads of technical implementing units is carried out if there are job vacancies.
- (3) Job vacancies as referred to in section (2) are caused by:
  - a. resign from office; and/or
  - b. Unesa organizational change.



- (4) Quit from office as referred to in section (3) letter a includes:
  - a. his term of office ends;
  - b. permanent absence;
  - c. own application;
  - d. appointed in another state office;
  - e. sentenced to moderate or severe disciplinary action;
  - f. sentenced to imprisonment based on a court decision that has permanent legal force because;
  - g. temporarily dismissed from state office;
  - h. undergoing study assignments or study permits for more than 6 (six) months; and/or
  - i. leave the state responsibility.
- (5) The permanent absence as referred to in section (4) letter b includes:
  - a. pass away;
  - b. a disease that cannot be cured is proven by the results of the examination of the health examination team or a certificate from the authorized official; or
  - c. resign from a civil-service employee at his request.
- (6) Organizational changes as referred to in section (3) letter b includes:
  - a. addition and/or change of work unit; or
  - b. change in the form of Unesa.
- (7) In order to be appointed as a high Pratama leader/bureau head, administrator/section head, and supervisor/sub-division head, an Education Personnel must meet the requirements under the legislation.
- (8) To be appointed as the head of the technical implementing unit, an Education Personnel must meet the following requirements:
  - a. believe in The One and Only God;
  - b. the maximum age of 53 (fifty-three) years at the time of appointment;
  - c. willing to be nominated as head of technical

- implementing unit;
- d. physically and mentally healthy;
  - e. free of narcotics, precursors, and other addictive substances;
  - f. have every part of employee performance appraisal at least good value in the last 2 (two) years;
  - g. not currently undergoing study assignments or study permits for more than 6 (six) months;
  - h. not currently serving a moderate or severe disciplinary sentence;
  - i. has never been sentenced to imprisonment based on a court decision that has permanent legal force;
  - j. least educated bachelor;
  - k. loyal to Pancasila and the 1945 Constitution of the Republic of Indonesia;
  - l. have good morals and high integrity; and
  - m. have a great sense of responsibility towards the future of Unesa.

#### Article 46

- (1) The Rector is appointed by the Minister in accordance with the provisions of the legislation.
- (2) The term of office of the Rector is 4 (four) years and may be reappointed for 1 (one) term of office.

#### Article 47

- (1) The Vice-rectors are appointed by the Rector.
- (2) The term of office of the Vice-rector is 4 (four) years and may be reappointed for 1 (one) term of office.

#### Article 48

- (1) Deans are appointed by the Rector.
- (2) The term of office of the dean is 4 (four) years and can be

reappointed for 1 (one) term of office.

Article 49

- (1) The Vice-dean is appointed by the Rector at the suggestion of the dean.
- (2) The term of office of the Vice-dean is 4 (four) years and can be reappointed for 1 (one) term of office.

Article 50

- (1) The postgraduate director is appointed by the Rector.
- (2) The postgraduate director's term of office is 4 (four) years and can be reappointed for 1 (one) term of office.

Article 51

- (1) Deputy postgraduate director is appointed the Rector upon the recommendation of the postgraduate director.
- (2) The term of office of the postgraduate deputy director is 4 (four) years and can be reappointed for 1 (one) term of office.

Article 52

- (1) The head of the institution is appointed by the Rector.
- (2) The term of office of the head of the institution is 4 (four) years and can be reappointed for 1 (one) term of office.

Article 53

- (1) The secretary of the institution is appointed by the Rector on the recommendation of the head of the institution.
- (2) The term of office of the secretary of the institution is 4 (four) years and can be reappointed for 1 (one) term of office.

Article 54

- (1) The head and secretary of the department/section are

appointed by the Rector on the recommendation of the dean.

- (2) The term of office of the head and secretary of the department/section is 4 (four) years and may be reappointed for 1 (one) term of office.

#### Article 55

- (1) The head of the laboratory/workshop/studio is appointed by the Rector on the recommendation of the dean.
- (2) The term of office for the head of the laboratory/workshop/studio is 4 (four) years and may be reappointed for 1 (one) term of office.

#### Article 56

- (1) The head of the laboratory/workshop/studio is appointed by the Rector on the recommendation of the dean.
- (2) The term of office for the head of the laboratory/workshop/studio is 4 (four) years and may be reappointed for 1 (one) term of office.

#### Paragraph 3

##### Appointment of Internal Supervisory Unit Leader

#### Article 57

- (1) The head and secretary of the Internal Supervisory Unit are appointed by the Rector.
- (2) The term of office of the head and secretary of the Internal Supervisory Unit is 4 (four) years and may be reappointed.

#### Paragraph 4

##### Appointment of the Head of the Advisory Council

Article 58

- (1) The Chairperson and Secretary of the Advisory Council are appointed by the Rector.
- (2) The term of office of the Chair and Secretary of the Advisory Council is 4 (four) years and may be reappointed.

Second Part

Dismissal

Paragraph 1

Dismissal of Management Organ Leader

Article 59

- (1) Rector, Vice-rector, dean, vice dean, director of postgraduate, deputy director of postgraduate, head of the institution, secretary of institution, head of the department/section, secretary of department/section, head of laboratory/workshop/studio, and head of technical implementing unit are dismissed from work office because his term of office has expired.
- (2) The Rector may be dismissed before his term of office ends in accordance with the provisions of the legislation.
- (3) The Vice-rector, dean, vice-dean, postgraduate director, deputy director of postgraduate, head of institution, secretary of institution, head of department/section, secretary of department/section, head of laboratory/workshop/studio, and head of technical implementing unit may be dismissed before the term of office. Termination of office because:
  - a. permanent absence;
  - b. own application;
  - c. appointed in another state office;
  - d. sentenced to moderate or severe disciplinary action;
  - e. sentenced to imprisonment based on a court decision that has permanent legal force;

- f. temporarily dismissed from state office;
  - g. released from the duties of a Lecturer;
  - h. undergoing study assignments or study permits for more than 6 (six) months leaving the tri dharma of higher education; and/or
  - i. leave outside the state responsibility.
- (4) The permanent absence as referred to in section (3) letter a includes:
- a. pass away;
  - b. an incurable illness, as evidenced by the results of an examination by a team of health examiners or a certificate from an authorized official; or
  - c. resign from a civil-service employee at his request.
- (5) Dismissal of the Rector as referred to in sections (1) and (2) shall be carried out by the Minister in accordance with the provisions of the legislation.
- (6) Dismissal of vice-rector, dean, deputy dean, director of postgraduate, deputy director of postgraduate, head of institution, secretary of institution, head of department/section, secretary of department/section, head of laboratory/workshop/studio, and head of technical implementing unit as referred to in sections (1) and (3) are carried out by the Chancellor in accordance with the provisions of the legislation.

#### Article 60

In the event of dismissal of the Rector before his term of office ends as referred to in Article 59 section (2), the Minister shall appoint and determine the definitive Rector under the legislation.

#### Article 61

- (1) In the dismissal of the vice-rector before the term of office ends as referred to in Article 59 section (3), the Rector shall appoint and determine the definitive vice-rector to continue the remaining term of office of the previous vice-rector.

- (2) The vice-rector who continues the remaining term of office of more than 2 (two) years is counted as 1 (one) term of office.

#### Article 62

- (1) In the dismissal of the dean before his term of office ends as referred to in Article 59 section (3), the Rector appoints and determines one of the vice-deans as the definitive dean to continue the remaining term of office of the previous dean.
- (2) Deans who continue the remaining term of office of more than 2 (two) years are counted as 1 (one) term of office.

#### Article 63

- (1) In the dismissal of the vice-dean before his term of office ends as referred to in Article 59 section (3), the Rector shall appoint and determine the definitive vice-dean on the proposal of the dean to continue the remaining term of office of the previous vice-dean.
- (2) The vice-dean who continues the remaining term of office for more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 64

- (1) In the dismissal of the head of the department/section before his term of office ends as referred to in Article 59 section (3), the Rector shall appoint and determine the secretary of the department/section as head of the department/definitive division to continue the remaining term of office of the previous head of the department.
- (2) The head of the department/division who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 65

- (1) In the dismissal of the department/division secretary

before the end of his term of office as referred to in Article 59 section (3), the Rector shall appoint and determine the definitive department/division secretary upon the dean's proposal to continue the remaining term of office of the previous department/division secretary.

- (2) The secretary of the department/division who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 66

- (1) In the dismissal of the head of the laboratory/workshop/studio before the end of his term of office as referred to in Article 59 section (3), the Rector shall appoint and determine the head of the definitive laboratory/workshop/studio on the recommendation of the Dean to continue the remaining term of office of the head of the laboratory/workshop. previous /studio.
- (2) The head of the laboratory/workshop/studio who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 67

- (1) In the dismissal of the postgraduate director before his term of office ends as referred to in Article 59 section (3), the Rector shall appoint and determine one of the deputy directors of the postgraduate degree as the definitive postgraduate director to continue the remaining term of office of the previous postgraduate director.
- (2) The postgraduate director who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 68

- (1) In the dismissal of the postgraduate deputy director before his term of office ends as referred to in Article 59 section (3), the Rector shall appoint and determine a definitive postgraduate deputy director upon the proposal



of the graduate director to continue the remaining term of office of the previous postgraduate deputy director.

- (2) Deputy director of postgraduate who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 69

- (1) In the dismissal of the head of the institution before his term of office ends as referred to in Article 59 section (3), the Rector shall appoint and determine the secretary of the institution as the head of the definitive institution to continue the remaining term of office of the previous head of the institution.
- (2) The head of the institution who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 70

- (1) In the dismissal of the secretary of the institution before the end of his term of office as referred to in Article 59 section (3), the Rector shall appoint and determine the secretary of the definitive institution at the proposal of the head of the institution to continue the remaining term of office of the previous secretary of the institution.
- (2) The secretary of the institution who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 71

- (1) In the dismissal of the head of the technical implementing unit before his term of office ends as referred to in Article 59 section (3), the Rector shall appoint and determine the head of the definitive technical implementing unit to continue the remaining term of office of the previous head of the technical implementing unit.
- (2) The head of the technical implementing unit who continues the remaining term of office of more than 2

(two) years, is counted as 1 (one) term of office.

Paragraph 2

Dismissal of the Head of the Senate, Internal Oversight Unit,  
and Advisory Council

Article 72

- (1) The head and secretary of the Senate, the head and secretary of the Internal Oversight Unit, and the head and secretary of the Advisory Council are dismissed from their positions due to the expiration of their term of office.
- (2) The head and secretary of the Senate, and the head and secretary of the Internal Oversight Unit are dismissed before the end of their term of office because:
  - a. permanent absence;
  - b. own application;
  - c. temporarily dismissed from civil-service employee;
  - d. sentenced to imprisonment based on a court decision that has permanent legal force;
  - e. undergoing study assignments or study permits for more than 6 (six) months;
  - f. sentenced to moderate or severe disciplinary action; and/or
  - g. leave the state responsibility.
- (3) The head and secretary of the Advisory Council are dismissed before their term of office ends because:
  - a. permanent absence;
  - b. own application; and/or
  - c. sentenced to imprisonment based on a court decision that has permanent legal force.
- (4) The permanent absence as referred to in section (2) letter a and section (3) letter a includes:
  - a. pass away;
  - b. a disease that cannot be cured is proven by the results of the examination of the health examination team or a certificate from the authorized official; or

- c. dismissed from civil-service employee at his own request except for the head and secretary of the Advisory Council.

#### Article 73

The dismissal of the head of the Senate, the secretary of the Senate, the head of the Internal Supervisory Unit, the secretary of the Internal Supervisory Unit, the head of the Board of Trustees, and the secretary of the Board of Trustees shall be carried out by the Rector in accordance with the provisions of the legislation.

#### Article 74

- (1) In the dismissal of the head of Senate before his term of office ends as referred to in Article 72 section (2), a new head of Senate shall be elected to continue the remaining term of office of the previous head of Senate.
- (2) The election as referred to in section (1) shall be carried out in accordance with the provisions as referred to in Article 42.
- (3) The head of Senate who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 75

- (1) In the dismissal of the Senate secretary before his term of office ends as referred to in Article 72 section (2), the head of Senate shall appoint a new Senate secretary to continue the remaining term of office of the previous Senate secretary.
- (2) The Senate Secretary who continues the remaining term of office of more than 2 (two) years, is counted as 1 (one) term of office.

#### Article 76

- (1) In the dismissal of the head and/or secretary of the

Internal Supervisory Unit before the end of their term of office as referred to in Article 72 section (2), the Rector appoints and determines the head and/or secretary of the definitive Internal Supervisory Unit to continue the remaining term of office of the previous head and/or secretary of the Internal Audit Unit.

- (2) The head and secretary of the Internal Supervisory Unit who continue the remaining term of office of more than 2 (two) years, are counted as 1 (one) term of office.

#### Article 77

- (1) In the dismissal of the head and/or secretary of the Advisory Council before the end of their term of office as referred to in Article 72 section (3), the Rector shall appoint and determine the definitive head and/or secretary of the Advisory Council to continue the remaining term of office of the head and/or secretary. the previous Advisory Council.
- (2) The head and/or secretary of the Advisory Council who continues the remaining term of office of more than 2 (two) years, shall be counted as 1 (one) term of office.

### CHAPTER VI

#### INTERNAL CONTROL AND SUPERVISION SYSTEM

#### Article 78

- (1) Unesa's internal control and supervision system is an integral process for actions and activities carried out continuously by the leadership and all employees to provide confidence in the achievement of Unesa's goals through effective and efficient activities, reliability of financial reporting, safeguarding state assets, and compliance with laws and regulations.
- (2) Unesa's internal control and supervision system includes the following activities:
  - a. a. create and maintain an environment that creates positive and conducive behavior for the

- implementation of the tridharma;
- b. b. provide a risk assessment which includes risk identification and risk analysis faced by Unesa;
  - c. identify, record, and communicate the results of the assessment of the risks faced by Unesa to the Rector; and
  - d. monitoring on an ongoing basis, evaluating separately, and following up on recommendations from audit results and other reviews.
- (3) Further provisions regarding the system of internal control and supervision are referred to in sections (1) and (2) shall be regulated by the Rector's Regulation.

## CHAPTER VII

### LECTURERS AND EDUCATION PERSONNEL

#### Article 79

- (1) Unesa lecturers must have academic qualifications, competencies, and other requirements in accordance with the provisions of laws and regulations.
- (2) Lecturers as referred to in section (1) consist of:
  - a. Permanent lecturers; and
  - b. Non-permanent lecturers
- (3) Permanent lecturers as referred to in section (2) letter a are lecturers who work full time at Unesa.
- (4) Non-permanent lecturers as referred to in section (2) letter b are lecturers who work part-time at Unesa.
- (5) The appointment and dismissal of permanent Lecturers as referred to in section (3) are carried out in accordance with the provisions of the legislation.
- (6) The appointment and dismissal of non-permanent Lecturers as referred to in section (4) are carried out by the Chancellor on the recommendation of the dean in accordance with the provisions of the legislation.

Article 80

- (1) Lecturer's academic position consists of:
  - a. expert assistant;
  - b. lector;
  - c. head lector; and
  - d. professor.
- (2) Guidance and development of Lecturers include professional and career coaching and development.
- (3) The professional guidance and development of Lecturers as referred to in section (2) is carried out through increasing academic qualifications, increasing competence, and functional positions.
- (4) Lecturer career development and development is carried out through assignments, improvements, and promotions.
- (5) Further provisions regarding the guidance and career development of Lecturers shall be regulated in accordance with the provisions of laws and regulations.

Article 81

- (1) Educational Personnel must have academic qualifications, competencies, and other requirements in accordance with the provisions of laws and regulations.
- (2) Educational Personnel as referred to in section (1) consists of administrative positions and functional positions.
- (3) Coaching and career development of Education Personnel can be carried out in the form of increasing managerial competence, increasing technical competence, improvement, promotion, and/or increasing academic qualifications.
- (4) Provisions regarding the management of Education Personnel shall be regulated in accordance with the provisions of the legislation.

CHAPTER VIII  
COLLEGE STUDENTS AND ALUMNI

Article 82

- (1) College students have obligations and rights.
- (2) College students' obligations as referred to in section (1) are as follows:
  - a. loyal and obedient to Pancasila and the 1945 Constitution of the Republic of Indonesia;
  - b. not involved in radicalism and organizations prohibited by the government;
  - c. appreciate science and/or technology;
  - d. speak, behave, and behave politely;
  - e. uphold the national culture;
  - f. free of narcotics, precursors, and other addictive substances;
  - g. dress and dress in accordance with applicable norms and ethics;
  - h. follow the learning process in accordance with Unesa regulations by upholding academic norms and ethics;
  - i. maintain an academic atmosphere;
  - j. complete the academic tasks assigned by the Lecturer;
  - k. participate in maintaining and maintaining facilities and infrastructure as well as cleanliness, order, and security;
  - l. maintain the authority and good name of Unesa;
  - m. share in the costs of providing education, except for students who are exempt from this obligation in accordance with the provisions of the legislation; and
  - n. comply with all applicable rules and regulations at Unesa.
- (3) College student rights as referred to in section (1) are as follows:
  - a. use academic freedom, freedom of academic pulpit, and scientific autonomy in a responsible manner;
  - b. obtain education and academic services;

- c. take advantage of the facilities in order to smooth the learning process;
- d. receive academic guidance from Lecturers in completing their studies;
- e. obtain information services in order to smooth the learning process;
- f. obtain welfare services in accordance with Unesa rules and regulations;
- g. join the Unesa college student organization;
- h. move to another study program at Unesa or to another university in accordance with Unesa rules and regulations;
- i. obtain special services in the educational process for college students with special needs in accordance with Unesa's abilities; and
- j. receive awards for achievements in accordance with Unesa rules and regulations.
- k. College students who violate the obligations as referred to in section (2) may be subject to sanctions in accordance with the provisions of the legislation.
- l. Further provisions regarding rights, obligations, and sanctions are regulated by the Rector's Regulation in accordance with the provisions of the laws and regulations.

### Article 83

- (1) College students can form organizations in accordance with the provisions of the legislation.
- (2) The college student organization as referred to in section (1) aims to build college student culture and character through improving the quality of leadership, reasoning, talents, interests, hobbies, social sensitivity, and welfare.
- (3) The college student organization as referred to in section (1) may be formed and organized from, by, and for college students under the responsibility of the Rector.
- (4) Further provisions regarding college student organizations are regulated by the Rector's Regulation in



accordance with the provisions of the legislation.

#### Article 84

- (1) Unesa alumni are graduates of the Teacher Training and Education Institute (IKIP) Surabaya and Unesa.
- (2) Unesa alumni can form alumni organizations.
- (3) The Unesa alumni organization as referred to in section (2) is called the Surabaya State University Alumni Association (IKA Unesa).
- (4) Further provisions regarding the Alumni Association of the State University of Surabaya (IKA Unesa) are regulated in the articles of association and by-laws of IKA Unesa.

### CHAPTER IX

#### MANAGEMENT OF FACILITIES AND INFRASTRUCTURE

#### Article 85

- (1) Facilities and infrastructure are all main and supporting facilities for the implementation of the Tridharma Unesa.
- (2) The facilities as referred to in section (1) can be in the form of libraries, laboratories, studios, workshops, lecture equipment, office equipment, information and communication technology equipment, and other supporting equipment.
- (3) The infrastructure as referred to in section (1) may be in the form of land, buildings, and other infrastructure.
- (4) Facilities and infrastructure as referred to in section (1) are state property that is under the regulation, supervision, and responsibility of the Rector.
- (5) Lecturers, College students, and Education Personnel can use the available facilities and infrastructure responsibly in accordance with the provisions of the legislation.

#### Article 86

- (1) Management of facilities and infrastructure includes

planning, procurement, accounting, use, utilization, maintenance, elimination, and accountability.

- (2) The management as referred to in section (1) is carried out by considering the need for facilities and infrastructure for College students, Lecturers, and Education Personnel.
- (3) The management of Unesa's facilities and infrastructure is reported through the management information system and state property accounting or other designations in accordance with the provisions of laws and regulations.

## CHAPTER X BUDGET MANAGEMENT

### Article 87

- (1) Revenue and expenditure budget planning are prepared based on performance-based budgeting principles.
- (2) The budget plan is stated in the Unesa revenue and expenditure budget plan and the Unesa budget business plan.
- (3) Unesa's revenue and expenditure budget plan and Unesa's budget business plan are prepared by the Rector and submitted to the Minister and ministers who carry out government affairs in the field of state finance and state assets.
- (4) Unesa's budget management is carried out in an efficient, effective, transparent, and accountable manner in accordance with the provisions of the legislation.
- (5) Unesa's budget management is reported by the Rector in accordance with government accounting standards and financial accounting standards in accordance with the provisions of laws and regulations.
- (6) Unesa's budget management accountability report is audited by internal and external auditors in accordance with statutory provisions and submitted to the Minister and ministers who carry out government affairs in the field of state finance and state assets.

CHAPTER XI  
COOPERATION

Article 88

- (1) Unesa may cooperate in academic and/or non-academic fields with other universities, the business world, the industrial world, and/or other parties, both domestically and abroad.
- (2) The cooperation as referred to in section (1) aims to increase the effectiveness, efficiency, productivity, creativity, innovation, quality, and relevance of the implementation of the tridharma to increase Unesa's competitiveness.
- (3) The cooperation as referred to in section (1) shall be carried out with the following principles:
  - a. prioritize the interests of national development;
  - b. respecting quality equality;
  - c. mutual respect;
  - d. produce an increase in the quality of education;
  - e. sustainable; and
  - f. considering cultural diversity that is cross-regional, national, and/or international.
- (4) Academic cooperation as referred to in section (1) can be done through:
  - a. implementation of education, research, and community service;
  - b. twin program;
  - c. transfer and/or acquisition of credit scores and/or other similar units;
  - d. assignment of senior lecturers as supervisors at universities that require coaching;
  - e. Lecturer and/or College student exchange;
  - f. apprenticeship;

- g. organizing joint seminars;
  - h. scientific publications; and/or
  - i. other forms deemed necessary.
- (4) Non-academic cooperation as referred to in section (1) can be carried out through:
- a. utilization of state property;
  - b. fundraising;
  - c. intellectual property services and royalties; and/or
  - d. other forms deemed necessary.
- (5) The implementation of the cooperation as referred to in section (1) is the responsibility of the Rector.
- (6) Cooperation carried out within Unesa must be stated in a memorandum of understanding and/or a cooperation agreement text.
- (7) Provisions regarding the implementation of cooperation are regulated by the Rector's Regulation in accordance with the provisions of the legislation.

## CHAPTER XII

### QUALITY ASSURANCE SYSTEM

#### Article 89

- (1) The internal quality assurance system is the determination and fulfillment of quality standards in the academic field consistently in the context of continuous quality improvement.
- (2) Internal quality assurance includes education, research, and community service.
- (3) Internal quality assurance is carried out through the following stages:
- a. quality planning;
  - b. compliance with quality standards;
  - c. quality monitoring and evaluation;
  - d. reporting; and

- e. follow-up.
- (4) Internal quality assurance at Unesa is implemented and coordinated by the Learning Development and Quality Assurance Institute.
- (5) Further provisions regarding the internal quality assurance system shall be regulated by the Rector's Regulation.

#### Article 90

- (1) Unesa seeks accreditation to improve quality and efficiency in the implementation of the tridharma of higher education.
- (2) The accreditation as referred to in section (1) is carried out to determine the feasibility and level of achievement of the quality of study programs and/or institutions regarding the National Higher Education Standards.
- (3) All implementing elements and academic supporting elements are responsible for facilitating the implementation of accreditation which is coordinated by the Institute for Learning Development and Quality Assurance.

### CHAPTER XIII

#### FORMS AND PROCEDURES FOR THE FORMATION OF REGULATIONS AND DECISIONS

#### Article 91

- (1) The forms of regulations and decisions that apply within Unesa are as follows:
  - a. legislation;
  - b. Rector's Regulation;
  - c. Senate Rules; and
  - d. Rector's decision.
- (2) The procedures for the formation of regulations and

decisions as referred to in section (1) letter b to letter d are regulated by the Rector's Regulation in accordance with the provisions of the legislation.

## CHAPTER XIV FUNDING AND WEALTH

### Article 92

- (1) Unesa funding sources are obtained from:
  - a. Central government;
  - b. Public; and
  - c. other legal and non-binding sources.
- (2) Funds obtained from the public as referred to in section (1) letter b are funds obtained from:
  - a. the cost of providing education;
  - b. college entrance examination selection fees;
  - c. the result of cooperation;
  - d. rental proceeds on state property managed by Unesa;
  - e. proceeds from the sale of higher education products/services;
  - f. donations and/or grants; and
  - g. other valid and non-binding receipts.
- (3) The management of funds originating from the central government, the public, and other sources shall be regulated in accordance with the provisions of laws and regulations.

### Article 93

- (1) Unesa's assets include movable objects, immovable objects, and intellectual property which are state property managed by Unesa.
- (2) Unesa's wealth as referred to in section (1) is utilized for the implementation of the tridharma and the

development of Unesa.

- (3) Funds obtained from the utilization of Unesa's assets are non-tax state revenues.
- (4) The assets as referred to in section (1) cannot be transferred or pledged to other parties in accordance with the provisions of laws and regulations.
- (5) The utilization and management of Unesa's assets are carried out in accordance with the provisions of the legislation.

## CHAPTER XV OTHER TERMS POLICIES

### Article 94

- (1) Amendments to the Statute may be made to adjust the needs for the development of education, research, community service, and/or Unesa development.
- (2) Changes to the Statute as referred to in section (1) shall be made in a meeting attended by representatives from Unesa organs.
- (3) Representative organs as referred to in section (2) consist of:
  - a. 2/3 (two thirds) of the total members of the Senate who come from Lecturer representatives;
  - b. 2/3 (two thirds) of the total number of Rector's organs consisting of the Rector, Vice-rector, dean, postgraduate director, and head of the institution;
  - c. 1 (one) representative of the Internal Supervisory Unit; and
  - d. 1 (one) representative of the Advisory Council.
- (4) Decision-making on changes to the Statute is based on deliberation to reach consensus and if deliberation to reach consensus is not reached, the decision is made through voting.
- (5) Amendments to the Statute that have been approved in the meeting as referred to in section (4) shall be submitted to the Minister for stipulation.

CHAPTER XVI  
TRANSITION TERMS

Article 95

- (1) At the time this Ministerial Regulation comes into force:
  - a. all existing Unesa organs will continue to carry out their duties and functions until the Unesa organs are determined in accordance with this Ministerial Regulation; and
  - b. all academic and non-academic activities will continue to be implemented until adjustments are made based on this Ministerial Regulation.
- (2) The adjustment as referred to in section (1) shall be made no later than 6 (six) months after the promulgation of this Ministerial Regulation.

CHAPTER XVII  
CLOSING

Article 96

When this Ministerial Regulation comes into force, the Decree of the Minister of National Education Number 092/O/2001 concerning the Statute of the State University of Surabaya is declared invalid.

Article 97

This Ministerial Regulation comes into force on the date of promulgation.



For public cognizance, ordering the promulgation of this Ministerial Regulation by placing it in the State Gazette of the Republic of Indonesia.

Set in Jakarta

20 December 2017

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

SIGNED

MOHAMAD NASIR

Promulgated in Jakarta

22 December 2017

DIRECTOR GENERAL

REGULATIONS OF THE MINISTRY OF LAW AND  
HUMAN RIGHTS OF THE REPUBLIC OF INDONESIA,

SIGNED

WIDODO EKATJAHJANA

STATE GAZETTE OF THE REPUBLIC OF INDONESIA OF 2017 NUMBER 1858

Copies match the original Head of Legal and  
Organization Bureau

Ministry of Research, Technology and Higher  
Education,

SIGNED

Ani Nurdiani Azizah

NIP. 195812011985032001