

# CONSTITUTION AND BYLAWS OF THE WORLD UNIVERSITY NETWORK OF INNOVATION FOR EXPERTS (WUNI-E)

## ARTICLE I: NAME, DOMICILE, AND SEAL

### Section 1. Name

The organization is known as the World University Network of Innovation for Experts (hereinafter WUNI-E). WUNI-E is a branch of the World University Rankings for Innovation Foundation (hereinafter WURI-F), a non-stock, non-profit organization in the Republic of Korea.

### Section 2. Domicile

The domicile of WUNI-E is located at Finland Tower, F7, Daehyun-dong, Sudaemun-gu, Seoul, Korea.

### Section 3. Seal

WUNI-E adopts an official seal, whose design and use are governed by WUNI-E's Board of Directors (hereinafter the E-BOD). The Secretary or designee shall affix the seal only upon explicit written authorization from the E-BOD and in compliance with the organization's internal protocols.

## ARTICLE II: PURPOSES AND MISSION

### Section 1. Purposes

The purposes of WUNI-E are:

- 1) To establish a collaborative platform for higher education experts to exchange innovation strategies, to drive tangible institutional advancements and global impact.
- 2) To learn and share best practices in innovation occurring in institutions of higher learning worldwide.
- 3) To promote innovative global approaches to improve institutions of higher learning, with a focus on assisting The WURI Foundation and other nontraditional metrics for ranking systems that create real impact on society and industry.
- 4) To promote innovation through measurable outcomes that address global educational challenges, focusing on sustainable development, ethical governance, and inclusive practices.

### Section 2. Mission

WUNI-E is committed to fostering a global network of university experts dedicated to creating meaningful changes in higher education through ethical leadership, international collaboration, and innovation.

## ARTICLE III: MEMBERSHIP AND PRIVILEGES

### Section 1. Membership and Duration

Membership in WUNI-E is open to administrators, faculty and staff, specialists, consultants, and others in institutes for higher education dedicated to creating societal and industrial impact, and their equivalent in research institutions, consulting, media, corporations, or education-related organizations, and includes Regular Members and Special Members, both of whom share the same responsibilities and privileges.

- 1) Regular Members: Administrators, faculty and staff from institutions of higher learning may become Regular Members upon meeting the following two conditions:
  - Nomination by their respective Presidents/CEOs
  - Participation in the WURI Global Conference where the current WUNI-E is organized.

- 2) Special Members: Professionals from research institutions, consulting, media, corporations, or education-related organizations, holding positions equivalent to administrators, faculty and staff in higher education, may become Special Members upon meeting the following two conditions:
  - Nomination by the WURI Foundation
  - Participation in the WURI Global Conference where the current WUNI-E is organized.

### **Section 2. Responsibilities of Members**

- 1) Members must register annually for the WURI Global Conference to maintain their membership.
- 2) Members must provide networking-related personal information, including name, mobile phone number, email address, and social media contacts such as WhatsApp, WeChat, or Kakao, which will be shared with other participants of the WURI Global Conference.
- 3) Additional responsibilities may be determined by the Executive Officers and the E-BOD.

### **Section 3. Privileges of Members**

- 1) Members are eligible to be elected as Executive Officers and Directors and the E-BOD.
- 2) Members may participate in all activities, events, and conferences organized by the WURI Foundation.
- 3) Members may propose ideas related to WURI Rankings, including but not limited to, suggestions for adding or removing WURI categories, and revisions to evaluation criteria and procedures.
- 4) Members receive all publications, articles, announcements, and invitations from the WURI Foundation.
- 5) Additional privileges may be determined by the Executive Officers and the E-BOD.

### **Section 4. Resignation and Withdrawal of Members**

Members may resign or withdraw from WUNI-E by giving written notice of their intention to the Executive Officers and the E-BOD.

## **ARTICLE IV: ORGANIZATION AND COMMITTEES**

### **Section 1. Organization**

- 1) WUNI-E is governed by its Executive Officers and the E-BOD.
- 2) The Executive Officers consist of the following positions:
  - 1 Chair
  - 1 First Vice Chair for Internal Affairs
  - 1 Second Vice Chair for External Affairs
  - 1 Secretary
  - 1 Treasurer
  - 1 Auditor
  - 1 Public Relations Officer
  - 1 Liaison Officer
- 3) The E-BOD is composed of an unspecified number of Directors representing various regions of the world and includes all Executive Officers.
- 4) The E-BOD is the principal governing body responsible for strategic decision-making, including the appointment of officers, approval of the annual budget, and oversight of all WUNI-E activities.

### **Section 2. Committees**

- 1) The Executive Officers may propose to the E-BOD the creation of Committees for various purposes, as long as they aim to foster closer communication among Members, promote innovation in higher education institutions, and enhance contributions to the WURI Rankings. Committees may be established by a two-thirds majority vote of the E-BOD, based on demonstrated need, with clearly defined objectives and timelines. Dissolution of a committee requires a similar vote.
- 2) There is no limit to the number of Committees that may be established, which can include but are not limited to the following:

- Membership Committee
  - Audit Committee
  - Finance Committee
  - Governance Committee
  - Compensation Committee:
  - Nominating Committee
  - Strategic Planning Committee
  - Risk Management Committee
  - Human Resources Committee
  - Ethics and Compliance Committee
  - Marketing and Development Committee
  - Innovation and Research Committee
  - Sustainability and SDG Integration Committee
  - Partnerships and Internationalization Committee
  - Academic Quality and Standards Committee
  - Student Engagement and Leadership Committee
- 3) WUNI-E Members may join any Committee by expressing their interest to the WUNI-E Chair or other Executive Officers, with no restrictions on the number of Committees they can join.
  - 5) WUNI-E Chair may nominate at least 1 Director from the E-BOD in each Committee.
  - 6) Members of each Committee may elect 1 Committee Chair and an unspecified number of Committee Directors.
  - 7) Committees must submit quarterly/yearly reports to the E-BOD outlining their progress, challenges, and recommendations.

## **ARTICLE V: OFFICERS**

### **Section 1. Officers**

- 1) The Executive Officers and Directors of the E-BOD are appointed according to the following process: The Executive Officers and the Directors of the E-BOD are nominated by Members at the WUNI-E Roundtable in the annual WURI Global Conferences and approved by the WURI Foundation's Board of Directors.
- 2) For the period from the end of WURI Global Conference 2024 (WGC 2024) to the beginning of WURI Global Conference 2025 (WGC 2025), the Executive Officers and Board of Directors of WUNI-E consist of the members listed in the addendum to this document.

### **Section 2. Election and Terms**

- 1) The Executive Officers and Board of Directors are elected by the members of WUNI-E at the annual WURI Global Conference and approved by the WURI Foundation.
- 2) Nominations must be submitted to the E-BOD at least 30 days before the annual WURI Global Conference. The E-BOD will publish the list of nominees 15 days before the election, allowing members to review the candidates' credentials.
- 3) The term for all Executive Officers and Directors is approximately one year, commencing at the First Roundtable of WUNI-E in an annual WURI Global Conference and ending at the First Roundtable of WUNI-E in the following year's annual WURI Global Conference.
- 4) In the event the Chair's position becomes vacant, the 1st Vice Chair assumes the presidency and serves the remainder of the term. If the 1st Vice Chair is unable to serve, the 2nd Vice Chair assumes the presidency. If both Vice Chairs are unable to serve, the E-BOD elects an interim Chair from among the Executive Officers to complete the term.

### **Section 3. Duties**

- 1) The Chair serves as the Chief Executive Officer of WUNI-E and is responsible for managing the organization's administrative and business affairs. The Chair presides over all meetings, conferences, and conventions of WUNI-E and the Executive Board.
- 2) The Chair must convene at least two/four the E-BOD meetings annually and provide strategic oversight to ensure all organizational goals are met.
- 3) The First Vice Chair for Internal Affairs presides over meetings, conferences, and conventions in the absence of the Chair and performs duties as delegated by the Chair or the E-BOD.
- 4) The Second Vice Chair for External Affairs presides over meetings, conferences, and conventions in the absence of both the Chair and the Vice Chair for Internal Affairs and performs duties as delegated by the Chair or the E-BOD.
- 5) The Secretary oversees the Secretariat, maintains records, and keeps official documents of WUNI-E.
- 6) The Treasurer manages all financial accounts and transactions of WUNI-E and performs other duties as directed by the Chair.
- 7) The Auditor is responsible for reviewing and verifying the financial records of the association to ensure accuracy and transparency.
- 8) The Public Relations Officer manages the WUNI-E's public image and acts as the main point of contact between the association and the public or media. The PRO is responsible for producing quarterly/biannually media briefings and maintaining the organization's presence on digital platforms, with regular updates on key initiatives and conference activities.
- 9) The liaison officer facilitates communication, coordination, and collaboration between WUNI-E and WURI Foundation.

## **ARTICLE VI: FINANCE**

### **Section 11. Budget**

1. WUNI-E may collect membership fees or impose any form of monetary requirement only with the written approval of the WURI Foundation's Board of Directors at least two months prior to the action.
2. The WURI Foundation does not cover WUNI-E's required expenses unless specifically approved by the WURI Foundation's Board of Directors at least two months prior to the action.
3. WUNI-E may receive grants, donations, or sponsorships to support its activities, subject to the approval by the E-BOD and a written report to the WURI Foundation within a month of receipt.
4. The Treasurer must prepare quarterly/biannually financial statements, which are reviewed by the Auditor and submitted to the E-BOD for approval. Any expenditure exceeding \$500 must receive prior approval from the E-BOD.

## **ARTICLE VII: QUORUM**

### **Section 12. Decision Rule**

A quorum for a meeting consists of a majority of the Executive Officers or one-third (1/3) of the E-BOD. Participation via Zoom or other virtual platforms is acceptable.

## **ARTICLE VIII: RULES OF PROCEDURE**

### **Section 13. Rules of Procedure**

The Executive Officers and Board of Directors establish their own rules of procedure. Meetings of the E-BOD and Executive Officers shall be conducted by Robert's Rules of Order, except where inconsistent with these bylaws.

## **ARTICLE IX: AMENDMENTS**

## **Section 15. Amendments**

Amendments to this Constitution and Bylaws must be approved by a majority vote of the Executive Officers and Board of Directors present at a meeting called for that purpose. Members must be informed of any proposed amendments at least 30 days before a vote.

## **ARTICLE X: ADDENDUM**

### **Executive Officers of WUNI-E (Also Directors of WUNI-E's BOD) from WGC 2024 to WGC 2025**

1. Chair: Jude Williamson Genilo, University of Liberal Arts Bangladesh
2. First Vice Chair for Internal Affairs: Dr. Ramonita A. Salazar, Our Lady of Fatima University
3. Second Vice Chair for External Affairs: Hailey Lee, Incheon National University
4. Liaison Officer (Appointive): Geon-Cheol Shin, gcshin@assist.ac.kr, Vice President of Global Engagement, aSSIST University

### **Directors of the Board of Directors of WUNI-E from WGC 2024 to WGC 2025**

5. Mohammad Monir Hossan, Daffodil International University
6. Jofer B. Asilum, Dr. Emilio B. Espinosa Sr. Memorial State College of Agriculture and Technology
7. Changhan Kim, Keimyung University
8. Larissa Marie M. Baarde, Mapúa Malayan Colleges Mindanao
9. Melwin G. Mende, Mapúa Malayan Colleges Mindanao
10. Muhamad Alif Haji Sismat, Universiti Ali Islam Sultan Sharif
11. Ms. Shyni Gilbert, Christ(Deemed to be University
12. John Mark S Borbon, World Citi Colleges
13. Mr. Patrick Robert Cayab, Asian Institute of Maritime Studies