Saint Joseph University of Beirut

University Bylaws

Université Saint-Joseph de Beyrouth
(USJ - Saint Joseph University of Beirut)

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Article 1: *Object of the Bylaws*

The present Bylaws of Saint Joseph University of Beirut define the general structure of the University and its Central Administration.

They are established in conformity with the Charter of the University which defines its fundamental objectives, its missions, its legal personality and its autonomy as well as its relations with the Compagnie de Jésus (Society of Jesus).

TITLE ONE: GENERAL STRUCTURE OF THE UNIVERSITY

Article 2: *Network of Institutions*

Saint Joseph University of Beirut consists of faculties and other institutions which are directly affiliated to it or to the faculties. It may also provide its assistance and its premises to educational institutions, activity centers or associations which, while being linked to the University by conventions, remain autonomous to a large extent.

Article 3: *Administration*

In its Central Administration, the University is administered by an Executive Board and a University Board and is headed by a Rector.

The University has a Board of Trustees that ensures that its mission is being respected.

FIRST CHAPTER: THE INSTITUTIONS

Section 1 – The Faculties

Article 4: *Legal Personality*

Within the framework of the University, every faculty enjoys a legal personality and administrative, scientific and financial autonomy within the limits set by the present Bylaws.

Article 5: *Administration and Functioning*

Every faculty is administered by a board and headed by a Dean assisted, where necessary, by a Vice-Dean, heads of departments, coordinators or study directors. The Dean calls on the director of the institution affiliated to their faculty to attend the board meeting for matters that concern the institution or that are of common interest.

The Extended Faculty Board is composed of the Dean, the Directors of the affiliated institutions and any other member, invited by the Dean or the Director, who is concerned by the matters on the agenda. The Extended Faculty Board meets periodically to discuss matters of common interest or concern to the affiliated institutions.

The Dean is an *ex officio* member of the board of the affiliated institution, as well as its Strategic Orientation Board, and may be represented by a delegate. When the Dean is represented by the delegate, it is the Director of the institution who chairs the Board.

If the proper functioning of the faculty so requires, the Dean who wishes to appoint more than one Vice-Dean must submit a reasoned request to the Rector specifying the powers that are to be delegated to each of them.

Within each faculty, a Strategic Orientation Board is established as an advisory body for support and guidance.

The administration of a faculty, the responsibilities of its bodies and the procedures of its functioning are specified in the bylaws of that faculty.

Article 6: *The Dean*

The Dean is elected, by the Faculty Board and the directors of the affiliated institutions, or by the instructor representatives, from among three candidates presented by the Rector; should the Rector present less than three candidates, Faculty members may, under the conditions provided for in the bylaws of each faculty, present their candidacies along with the one or two candidacies presented by the Rector. However, in the event that the proper functioning of the faculty so requires, the Rector may, in exceptional cases and after a favorable opinion from the Executive Board, waive the condition that the candidate(s) he presents must belong to the faculty in question and the conditions provided for in the bylaws of the faculty.

The mandate of the deans is of four years. This mandate is renewable twice. It may be renewed for a third and final time after a favorable opinion of the University Board upon the proposal of the Rector; in this case, the proposal may limit the duration of the mandate to be renewed to less than four years.

Without prejudice to the provisions of the above paragraph 2 fixing the maximum number of mandates for deans at four and to the provisions of the above paragraph 1 relating to the conditions for the presentation of candidacies by the Rector, and notwithstanding the provisions of the Instructor and Researcher Code fixing the retirement date of tenured instructors at the end of the academic year during which they reach the age of 65, the persons concerned or likely to be concerned by the age limit may be elected, retained or re-elected as Dean, if, according to the judgment of the Rector, the interests of the Faculty so require, after the favorable opinion of the University Board, upon the proposal of the Rector. In this case, the Rector's proposal may limit the duration of this mandate to less than four years. The relevant Dean then retains, if applicable, their status as tenured instructor at the faculty until the expiration of their last mandate.

No one may be elected, retained or re-elected as Dean beyond the end of the academic year during which they reach the age of 70.

The compensations of the Dean, of their collaborators, and more generally of all office holders, are fixed by the Executive Board upon the proposal of the Rector; they may differ from one institution to another in view of the constraints of the offices. The offices, being of a fixed duration, do not give rise to end-of-service compensations; however, the compensation for these offices is subject to a thirteenth month.

The title of Honorary Dean is awarded by the Rector, upon proposal of the relevant Faculty Board, to a professor who has held the deanship for at least two mandates.

Section 2 – Affiliated Institutions

Article 7: *Institution Categories*

The affiliated institutions are either affiliated to a faculty or directly to the University. These institutions are teaching institutions (institutes or schools), activity centers (university hospital by status, research centers, libraries, publication centers), regional university campuses, observatories or chairs.

Article 7.1: *The Campuses*

Campuses are geographical entities that group together academic institutions and are managed in accordance with the provisions of an agreement established between the institutions which make up the campus, and approved by the University Board.

Article 8: *Teaching and Research Institutions*

A teaching and research institution (institute or school) engages in teaching and research in a given discipline. It has its own Faculty members and its own administration. It enjoys, within its framework, the legal personality and the administrative, scientific and financial autonomy within the limits set by the present Bylaws.

Every institution is administered by a board and headed by a director assisted, if necessary, by an assistant director, heads of departments, coordinators or directors of studies.

A Strategic Orientation Board is established within each institution as a supportive and consultative body.

The Director is elected by the Institution Board, or by instructor representatives, from among three candidates presented by the Rector, if the Institution is directly affiliated to the University, or by the Dean of the Faculty in question, if the Institution is affiliated to a faculty. In the latter case, if the Dean of the faculty in question is a candidate for the position of director, it is the responsibility of the Rector to present, to the Institution Board or to its Electoral Board, the candidate(s) for the position of director and to chair the electoral meeting. If the Rector or Dean nominates less than three candidates, Faculty members, under the conditions provided for in the bylaws of each institution, may nominate themselves along with the one or two candidates nominated by the Rector or Dean. However, in the event that the proper functioning of the institution so requires, the Rector or Dean may, in exceptional circumstances and with the favorable opinion of the Executive Board, waive the condition that the candidate(s) they present must belong to the institution in question and the conditions provided for in the bylaws of the institution.

The mandate of the Director of the institution is of four years. This mandate is renewable twice. It may be renewed a third and final time after a favorable opinion of the University Board upon the proposal of the Rector or the Dean in question; in this case, the proposal may limit the duration of the mandate to be renewed to less than four years.

The compensations of a Director, or, if applicable, of their collaborators, as listed above, are subject to the same regulations as those of the Dean and their collaborators mentioned in Article 6.

Without prejudice to the provisions of the above paragraph 4 fixing the maximum number of mandates of the directors at four and to the provisions of the above paragraph 3 relating to the conditions for the presentation of candidacies by the Rector or the Dean, and notwithstanding the provisions of the Instructor and Researcher Code fixing the retirement date of tenured instructors at the end of the academic year during which they reach the age of 65, the persons concerned or likely to be concerned by the age limit may be elected, retained or re-elected as Director, if, according to the judgment of the Rector, the interests of the Institution so require, after the favorable opinion of the University Board, upon proposal of the Rector. In this case, the Rector's proposal may limit the duration of this mandate to less than four years. The relevant Director then retains, if applicable, their status as tenured instructor at the institution until the expiration of their last mandate.

No one may be elected, retained, or re-elected as Director beyond the end of the academic year during which they reach the age of 70.

The administration of an institution, the powers of its bodies and the procedures of its functioning are specified by the bylaws of the institution, subject to the administrative powers of the University or the faculty to which it belongs and to the below-mentioned provisions regarding the jurisdiction of the Dean of the faculty to which it is affiliated.

The title of Honorary Director is awarded by the Rector, upon the proposal of the relevant Institution Board and, where applicable, after the opinion of the relevant Dean, to a professor who has served as Director of this institution for at least two terms.

When the institution is affiliated to a faculty, the Dean of the faculty in question has the following prerogatives within the institution:

1° They preside over the Institution Board and the Examination Jury when they deem it appropriate.

2° They preside over the Extended Faculty Board. Decisions concerning the strategic orientations of the Institution regarding the creation, modification and evaluation of teaching programs, the allocation of common courses, the definition of research orientations and the recruitment of a tenured instructor are final only after approval by the Extended Faculty Board.

3° Without prejudice to the disciplinary jurisdiction of the Director, they preside the institution's Disciplinary Board.

Article 9: *Activity Centers*

The affiliated activity centers are also administered by a board and directed by a director. The director is appointed by the Rector, if the center is directly affiliated to the University, or by the Dean of the faculty in question, if the center is affiliated to a faculty.

Article 10: *Regional Campuses*

In order to geographically decentralize university teaching, the University may establish Regional Campuses in locations other than its headquarters or the headquarters of its faculties, institutes or schools. These campuses affiliated to the University enjoy administrative and financial autonomy, subject to the University's administrative powers.

These campuses are autonomous in terms of studies and degrees only when they are the headquarters of faculties, institutes or schools. In other cases, they are authorized to enter into agreements with the faculties, institutes or schools in charge of these teachings for specific disciplines and years of study. These agreements between the faculties, institutes or schools and the Regional Campuses are subject to the approval of the University Board. The curricula, the examination procedures and the awarding of diplomas remain the responsibility of these faculties, institutes or schools; the procedures for the hiring of instructors and their status are also determined in the agreements.

Each Regional Campus is governed by an Admnistrative Board and directed, where appropriate, by an administrator. The Admnistrative Board is composed of: - the Rector or his delegate, who chairs it, - the deans or directors of institutions that have entered into an agreement with the campus or their delegates, - the Campus Administrator, - directors of institutions or coordinators of branches of education on the campus, - one or more local personalities, not more than three, appointed by the Rector upon the proposal of the Admnistrative Board; one of these personalities may be appointed as vice-administrator of the campus by the Rector. The Campus Administrator is chosen by the Rector from among the candidates presented by the Admnistrative Board. The responsibilities of the Admnistrative Board and of the Campus Administrator, as well as the operating procedures of the campus, are specified in the Campus Bylaws; these bylaws are submitted to the University Board for approval.

Section 3 - Collaborating Institutions

Article 11: *Partner Institutions*

The University or its institutions may, through agreements approved by the University Board, provide their administrative, scientific, or financial assistance to educational institutions, activity centers, or associations to which it seems preferable to leave a large degree of autonomy and whose legal existence and bylaws are recognized by the competent authorities. Their activities engage the responsibility of the University or its institutions only within the limits of these agreements, even if the headquarters of these partner institutions is established on university premises.

When an agreement is signed with a hospital, this agreement specifies the qualification recognized to this hospital: university hospital, affiliated hospital or accredited hospital.

Section 4 - Reserved

Article 12: ***Reserved***

SECOND CHAPTER: THE INSTRUCTORS AND RESEARCHERS

Instructors and researchers are bound by the Instructor and Researcher Code, approved by the University Board. This Code outlines recruitment terms, along with their rights and responsibilities.

Article 13: ***Tenured Instructors-Researchers***

Tenured instructors-researchers are those who make a career of teaching and research at the University, at least half-time, in varying proportions. They are the pillars of their institutions: they teach courses within a program and provide guidance to students. They carry out a regular research activity and contribute to the influence and outreach of the University on national and international levels. They may be called upon to undertake academic and/or administrative duties. They are also required to devote the necessary time each year to their own academic resourcing. Their affiliated institutions ensure, as far as possible, that they can take advantage of available opportunities.

They receive a monthly salary according to the current pay scales. The duties associated with the performance of these various functions are detailed in the "Rules of application" adopted by the University Board and annexed to the Instructor and Researcher Code, and of which they form an integral part.

Article 14: ***Non-Tenured Instructors***

Non-tenured instructors contribute to teaching or research activities at one or more institutions of the University. They are bound to the University by a fixed-term contract and are paid on a fee-for-service basis. The maximum number of hours of service they provide does not exceed 125 per semester.

Article 15: ***Categories of Non-Tenured Instructors***

Non-tenured instructors are hired by the University for the institution(s) involved as part-time teaching and research staff, associate part-time faculty, or part-time teaching and research auxiliary staff.

Article 16: ***Category of Part-Time Teaching and Research Staff***

It includes instructors, internship supervisors, clinical instructors and clinical professors.

1. The **instructor** and **internship supervisor** undertake teaching or internship supervision duties as specified in their contract. Such assignment is made specifically for the following alternative or cumulative purposes:
   - to provide teaching of a frequence of specialty that does not substantiate the appointment of a tenured instructor-researcher;
   - to benefit from the experience of a practitioner;
   - to meet *ad hoc* needs.

Instructors and internship supervisors are hired under the pedagogical responsibility of either the head of the institution in order to assign them a complete teaching or internship supervision activity or a tenured instructor-researcher with the aim of having them partially intervene in a teaching or internship supervision activity assumed by the aforementioned tenured instructor.

The Head of the Institution, or the relevant instructor-researcher, is responsible for validating their course and practical training syllabi, as well as the assessment methods and tools used to assess students' learning and performance.

The instructor must hold at least a master's degree in the discipline they will be teaching or hold diplomas and titles deemed equivalent by the University's Equivalence Commission. The internship supervisor must have at least a bachelor's degree in a relevant discipline and at least four years of professional experience.

2. The **clinical instructor** and the **clinical professor** are healthcare professionals who are engaged in part-time teaching and/or research activities at one or more institutions of the University. The title of clinical professor requires a PhD.

Article 17: *Category of Associate Part-Time Faculty*

It includes visiting instructors and instructors on secondment.

1. A **visiting instructor** is a person who, pursuing a teaching or research career outside the University, or having previously been an instructor or researcher in another institution of higher education, or possessing special expertise in a given discipline, is hired at the University for a limited period, with or without remuneration. When the visiting instructor holds no title, the Rector shall confer one upon the recommendation, if any, of the relevant Vice-Rector, by virtue of analogy with the titles in force at the University.
2. An **instructor on secondment** is an instructor or researcher employed at another university or another teaching or research institution, but who is seconded to an institution of the University. This secondment may take the form of a short-term or a fixed-term teaching or research assignment, in addition to their duties at their affiliated university or institution, by virtue of an agreement between the University and the institution or organization that pays for their services.

Article 18: *Category of Part-Time Teaching and Research Auxiliary Staff*

It includes PhD candidates who contribute to the teaching and guidance of students for a maximum of half of a tenured instructor's working hours, under the supervision of the tenured instructor in charge of the teaching activity for which they are responsible. Their sessional contracts cannot last more than 12 semesters (six years).

Article 19: *Recruitment and Appointment of Non-Tenured Instructors*

1. When an institution wishes to provide teaching in a specialty that is not part of its educational program, a non-tenured instructor must be appointed first among the instructors at one of the University's institutions that offers this specialty as part of its educational program. After notifying the Rector, this decision and the resulting increase in the instructor's workload are made in consultation with the Head of the instructor's affiliated institution.
2. Otherwise, and in all other cases, a non-tenured instructor is recruited following an interview with a jury consisting of the relevant Head of the Institution and at least two tenured instructors of that Institution of the highest rank, selected for this purpose by the Institution Board. This interview may be followed by any additional procedure provided for in the Bylaws of the institution. The candidate's file, together with the minutes of the interview and, if applicable, the results of the additional procedure, if any, are forwarded to the Rector in accordance with the recruitment procedure (Procedure for the Recruitment of a Non-Tenured Instructor - R.A. 7). The candidate is declared accepted if, within 48 hours of having received the file, the Rector does not oppose the candidate's application for justified reasons.

Article 20: *Tenured Researchers*

Tenured researchers are those who make a career of dedicating the majority of their efforts to research at the University. They contribute to the development of knowledge, the creation of new insights, and the deepening, dissemination, and valorization of that knowledge. Together with instructors-researchers, they form the pillars of their institution, enhancing its reputation through their scientific contributions.

They engage in their work individually or collaboratively within a research unit at their affiliated institution. They may also assume academic and administrative responsibilities. Additionally, they are required to dedicate time each year to their own academic renewal, and their institutions strive to provide them with opportunities to do so whenever possible.

Tenured researchers can fulfill their roles either full-time or part-time, as outlined in the Instructor and Researcher Code.

They receive a monthly salary according to the current pay scales.

The duties associated with the performance of these various functions are detailed in the rules of application adopted by the University Board and annexed to the Instructor and Researcher Code, and of which they form an integral part.

Article 21: *Categories of Tenured Researchers*

There are two categories of tenured researchers:
- Research fellows
- Research directors

Article 22: *Recruitment of Tenured Researchers*

Tenured researchers are hired according to the procedure detailed in the "Rules of application" adopted by the University Board and annexed to the Instructor and Researcher Code, of which they form an integral part.

Article 23: *Non-Tenured Researchers*

Non-tenured researchers contribute to research activities within a research unit at one or more institutions of the University. They are engaged with the University through fixed-term deeds of appointment.

Article 24: *Categories of Non-Tenured Researchers*

There are three categories of non-tenured researchers:
- Research officers
- Contractual PhD candidates
- Postdoctoral researchers

Article 25: *Reserved*

Article 26: *Ethics and Obligations*

In carrying out their activities, instructors-researchers or researchers are required to comply with the ethical requirements inherent to their positions, as well as with the principles of intellectual integrity and moral rigor outlined in Article 15 of the Charter of the University. They are also bound to respect confidentiality obligations regarding all personal data to which they may have access in the course of their teaching, research, or service duties.

Without prejudice to the right to take legal action, any insulting or defamatory remarks, any act of fraud, corruption, plagiarism, or psychological or sexual harassment exposes its author to proceedings before the University Disciplinary Board.

In the event that, without valid reason, an instructor does not perform their duties, the Head of the institution shall ask them to request a change of status or to resign. Should the instructor refuse to resign, the Head of the institution, upon consulting the Institution Board, shall refer the matter to the University Disciplinary Board in accordance with Articles 92 to 97 of the University Bylaws.

Article 27: ***Reserved***

Article 28: ***Reserved***

THIRD CHAPTER: THE STUDENTS

Article 29: *Registration*

Registration at an institution of the University confers the status of student. This registration is valid for one semester only and must be renewed the following semester. Registration applications must be submitted in the form and within the time limits set by the University Board. The University Board sets the tuition fees and the terms of payment every year; registration for one semester is bound to the first tuition fee instalment. The National Social Security Fund contribution is paid, if applicable, with the first tuition fee instalment.

Registration for the first year of study is either title-based or based on an assessment, a test or an entrance examination depending on the institution, and is subject to the approval of the University Board. The student must have previously passed the French or English language test to which all first-time candidates at Saint Joseph University of Beirut are subjected.

Article 30: *Study and Examination Regulations*

The study and examination regulations are subject to the provisions of the Internal Regulations of Study, in particular Articles 3, 6, 8, 9 and 10 of the Internal Regulations.

The study regulations, the examination procedures and the conditions for obtaining diplomas are defined by the Institution Board and submitted to the University Board for approval. The examination regulations cannot be modified throughout the academic year.

Article 31: *Student Participation*

The ways students participate in the organization of their studies and, more generally, in university life are specified in the bylaws of each institution.

Article 32: *Access to the Premises*

Access to the premises is subject to the provisions of the Internal Regulations of Study, in particular Articles 38, 39, 40 and 43 of the Internal Regulations.

The Dean or the Director of the institution in question may, without prior notice, prohibit access to the premises of the said institution to any stranger. Students must therefore carry a valid student ID for the year in progress. This card may be required for any academic activity; in particular, for written and oral examinations, for any loan from the library, and for any participation in a student election.

No meeting involving the presence of strangers may be held on the premises of an institution without the authorization of the Dean or Director of that institution. Such permission is never granted for political party meetings. No guest may be contacted for a conference on the premises of an institution without prior agreement with the Dean or Director of that institution.

Article 33: *Discipline*

No student may violate the Charter of the University, its Bylaws and Internal Regulations, or the bylaws and internal regulations of any of its institutions, nor may they infringe on the freedoms and rights of any member of the University community, whether that member is an instructor, a student, or a member of the administrative staff. They are specifically prohibited from:

1. disrupting the academic or administrative functioning of the University or any of its institutions;
2. engaging in physical or verbal violence, or making verbal, written or electronic threats against a member of the University community or against a person authorized to access the University premises;
3. obstructing access to the grounds or perimeter of the University campuses or centers or any other place under its jurisdiction;
4. tampering with University property, whether on its campuses, centers, or in any place under its jurisdiction, or tampering with the property of any member of the University community.

Article 33.1: *Disciplinary Measures*

The students of an institution are subject to the jurisdiction of the Head of that institution and, where applicable, its Disciplinary Board. The composition of that Board, its regulations, and the procedures for the appeal of its decisions to the University Disciplinary Board are specified in the bylaws of each institution.

Students enrolled at a Regional Campus are subject to the jurisdiction of the Campus Administrator and, where applicable, its Disciplinary Board.

The disciplinary sanctions that the head of an institution and the Campus Administrator may impose are:

1. Simple warning;
2. Written censure, be it publicly or not;
3. Exclusion, be it publicly or not, from the library for a specified period of time;
4. Exclusion, be it publicly or not, from one or more courses, internships, or from the institution for a specified period of time, while retaining the right to sit for exams;
5. Cancellation of an exam paper or session.

   The Disciplinary Board of an institution or campus may, in addition to the measures already listed, impose the following sanctions:

   1. Exclusion from exams, be it publicly or not, for a certain number of sessions;
   2. Permanent exclusion from the institution.

When, in view of the seriousness of the acts in question, the case is transferred to the Disciplinary Board of the institution or campus, the Disciplinary Board shall give its decision within a period not exceeding twenty working days from the day of referral.

Pending the appropriate sanction, the Head of an institution and the Administrator of a Regional Campus may temporarily prohibit a student from entering the premises of the institution or campus.

To maintain public order, the Head of the institution may, after notifying the Rector, temporarily prohibit a student from accessing the entire campus.

A temporary prohibition of access to all campuses and centers of the University is the sole responsibility of the Rector in accordance with the provisions of Article 84.1.

Article 33.2: *Disciplinary Jurisdiction of First Instance*

1. Any violation, on University premises, of the discipline and obligations imposed by Article 33 of the present Bylaws shall fall under:

a. The disciplinary jurisdiction of the Head of the instutition and possibly of its Disciplinary Board, if the alleged violation is committed by one or more students of the same institution;

b. The jurisdiction of the Campus Administrator and possibly the Campus Disciplinary Board, if the alleged violation is committed by one or more students enrolled at a Regional Campus;

c. The disciplinary jurisdiction of the Campus Disciplinary Board, if the alleged violation is committed by students enrolled in more than one institution on the same campus; the Campus Disciplinary Board is established by the management agreement between the institutions on the campus and approved by the University Board.

d. In all other cases, the jurisdiction of the Disciplinary Board of the place where the offence took place.

A representative of the institution to which the accused student belongs must be present at the relevant Disciplinary Board meeting.

2. Any violation of the obligations imposed by Article 33 committed outside the University premises falls under the jurisdiction of the Rector in accordance with Article 84.1.

The present Article is without prejudice to the provisions of Article 84.1.

Article 33.3: *Appeals Against Disciplinary Measures*

Disciplinary measures taken by the Head of an institution or the Administrator of a Regional Campus may be appealed to the Disciplinary Board of the institution or campus, which shall rule within twenty working days from the day of referral.

Disciplinary measures issued by the Disciplinary Boards of the institutions, Regional Campuses or Campuses may be appealed to the University Disciplinary Board.

Disciplinary measures issued by the Rector, pursuant to Article 84.1, may be appealed to the University Disciplinary Board.

Disciplinary measures issued by the University Disciplinary Board are not subject to appeal and are final and immediately enforceable.

Appeals against disciplinary measures do not suspend their execution.

Article 34: *Student Clubs*

Students regularly enrolled at the University may establish clubs operating on a volunteering basis, and that aim to:
- Promote and coordinate student participation in social and cultural recreational activities;
- Provide students with experience in organizing and managing a group;
- Develop a spirit of cooperation and interaction within a group while respecting ethical rules and transparency.

The Student Club Bylaws define how clubs should be organized and operated.

FOURTH CHAPTER: ADMINISTRATIVE AND LABORATORY STAFF

Administrative and laboratory staff are subject to the provisions of the Administrative Staff Internal Regulations approved by the University Board.

Article 35: *Definition*

The Saint Joseph University of Beirut administrative staff is the staff which ensures, within its jurisdiction, the administration, the functioning and the maintenance of the various institutions of the University. The technical laboratory staff is the staff mainly in charge of assisting the teaching staff in the technical execution of their teaching or research tasks.

Article 36: *Legal Provisions*

The administrative staff are subject to the provisions of the Code of Labor and the Social Security Law, without prejudice to the provisions of the present Bylaws which are more favorable to them.

Article 37: *Tenure*

The tenure of administrative and laboratory staff is divided into a number of categories as determined by the University Board. The definition and description of positions in each category are also determined by the Board.

The tenure of technical laboratory staff consists of a number of categories determined by the University Board. The definition and description of the positions in each category are also determined by the Board.

Article 38: *Salaries*

Without prejudice to the application of the relevant legal and regulatory provisions, salaries in each category fluctuate between a threshold, or starting salary, and a ceiling.

The starting salary and the ceiling are set for each category by the University Board, which ensures a periodic adjustment in the light of the economic and social context and of the salaries of the current staff.

The salary has two components: the basic salary on one hand, and on the other hand, the cost-of-living adjustments granted since the date of entry into force of the present Bylaws and not yet included in the basic salary.

Article 39: *Salary Adjustments*

The adjustment of salaries due to the high cost of living is decided as needed. It shall not be less than the raise decided by the government and the procedures for its application shall not be less favorable to the staff. This adjustment is calculated based on the total salary. It is set by the University Board, which determines the terms of payment and accounting.

The most recent adjustment is accounted for separately. Previous adjustments are also accounted for separately unless they have been incorporated, in whole or in part, into the basic salary by decision of the University Board.

Article 40: *Performance-Based Raise*

An annual performance-based raise may be granted. This raise is decided by the Staff Career Assessment Committee after approval by the Rector on the written proposal of the administrative head in question. This proposal is individual and provides details of the reasons justifying it. All raises are effective September 1.

Article 41: *Reassignment*

The reassignment of an incumbent staff member to another vacant position in the organizational chart and any resulting raise in the basic salary are decided by the Staff Career Assessment Committee upon approval by the Rector on the written proposal from the administrative head in question. This proposal is individual and provides details of the reasons justifying it. All reassignments are effective September 1.

Article 42: *Recruitment*

The recruitment of a candidate for a vacant position in the organizational chart is decided by the Rector upon the written proposal of the administrative head in question. This proposal is individual and provides details of the reasons justifying it.

The recruitment is accompanied by a letter of appointment, a copy of which is signed by the candidate for approval and returned to the administrative head in question.

Recruitment, subject to the provisions of the following paragraph, is normally made at the starting salary for the category corresponding to the position to be filled. However, a higher salary may be granted if the applicant has adequate previous training and experience beyond that required for the position in question.

Administrative staff tenure is not granted until the statutory three-month probationary period has been completed. The probationary salary is not increased in the event of an upward revision of the starting salary.

Becoming tenured results in the validation of the legal probationary period as part of seniority.

Article 43: *Working Hours*

The working hours are fixed at 37 hours and 30 minutes per week, except for doormen and security guards, for whom the working hours are fixed at 47 hours and 30 minutes per week, excluding breaks. A one-hour break is granted for every 6 hours of continuous work.

The work schedule is set by the administrative head in question. Staff are required to strictly adhere to the work schedule.

Article 44: *Paid Leave*

The annual leave is of 22 working days spread over the whole academic year and decided in agreement with the head of the institution. It cannot be transferred from one year to the next.

Staff recruited less than a year ago are granted annual leave on a *pro rata* basis.

Holidays are the days set by the University Board based on governmental decisions. Additional days of leave are granted for the end of the year holidays and for Easter if the employment requirements so permit.

Staff are also entitled to the following personal leaves: one week should they get married; three days for the death of a spouse or child, father or mother, brother or sister, father-in-law or mother-in-law, grandchild; two days for the death of a grandfather or grandmother, uncle or aunt, brother-in-law or sister-in-law, nephew or niece; ten weeks or seventy days for the mother should she give birth, covering the period before and after childbirth, and three working days (including the delivery day) for the father; three continuous days for short trainings requested by the institution. Should a staff member be enrolled in a diploma course, absences are either deducted from their annual leave or should be compensated. The University adheres to the legal provisions of the Code of Labor regarding sick leave.

Article 45: *Unpaid Leave*

At the request of the interested staff member, the administrative head in question may, with the favorable opinion of the Rector, grant a maximum of two months of unpaid leave for every five full years of uninterrupted employment. The total amount of unpaid leave may not exceed six months.

Article 46: *Part-Time Work*

While full-time work remains the general rule, the relevant administrative head may agree, after approval by the Rector upon a written proposal by said administrative head, that a staff member work on a part-time basis.
Part-time work may consist of 5 or 6 hours per day.
In this case, the salary is determined in proportion to the salary that corresponds to full-time work.

Article 47: *Gratuity*

Staff receive, together with the April and December salaries, a gratuity equal to each of these salaries.

Staff recruited less than one year ago receive an annual gratuity calculated in proportion to the duration of their employment.

In the event of marriage or birth, or the death of a spouse or child, father or mother, dependent brother or sister, an occasional lump sum allowance is granted to the staff member in question, the amount of which is determined by the University Board.

Other occasional allowances may be granted on an individual basis at the discretion of the Rector, who determines the amount on the basis of a justified written proposal by the administrative head in question.

Staff may not receive any kind of benefit allowance during the legal probationary period. In this context, an allowance cannot be retroactively due.

Article 48: *Medical Care*

In addition to the benefits granted by the National Social Security Fund, the staff benefit from a complementary insurance covering medical and surgical expenses incurred in case of illness, accident or maternity under the conditions specified by the University Internal Regulations.

Article 49: *School Tuition Assistance*

Staff members benefit from school tuition assistance for their children's studies as provided for by law.

Article 50: *Salary Advances*

Salary advances may be granted to staff to cover exceptional and imperative expenses, at the discretion of the Rector, on the basis of a justified written proposal by the administrative head in question.

The value of such an advance may not exceed one-third of the annual salary, the latter being defined as fourteen times the monthly salary. The advance must be reimbursed, by salary deduction, within twelve months of its granting.

Staff who have been employed for less than three years are not eligible for such advances. A management fee of 4% is also retained.

Article 51: *Professional Secrecy*

Every member of the administrative staff is bound by professional secrecy and discretion.

Article 52: *Age Limit*

The end of service is at the age of 64. In view of the requirements of the work, a staff member who has reached the age limit may, by mutual agreement, remain employed either until the following August 31 or, after approval by the Rector upon the written proposal of the administrative head in question, for a longer period. In the latter case, the staff member is rehired under a fixed-term contract.

Article 53: *Temporary Staff*

Staff may be hired for temporary work by the administrative head in question, after approval by the Rector upon the written proposal of the administrative head in question. Such temporary staff shall be hired outside the administrative staff on a non-tenure basis, for a well-defined task and for a fixed period of time not exceeding two years.

Article 54: *Contract Termination*

Upon contract termination, for whatever reason, the staff member (or, in the case of death, their legal heirs) must sign and date a full, final, and irrevocable waiver in favor of the institution (or institutions, if there were several) that employed them and of the University; otherwise, any sums still owed to them (by way of salary, gratuities, allowances, compensatory payments for paid leave, or other) will be withheld until this condition is met.

Article 55: *Disciplinary Provisions*

A staff member who violates any of the provisions of the present Bylaws shall be subject to disciplinary measures ranging from a warning or a written censure to dismissal, including withholding of salary and delay in advancement.

FIFTH CHAPTER: RESERVED

Article 56: *Reserved*

Article 57: *Reserved*

Article 58: *Reserved*

Article 59: *Teaching*

Besides the hours of teaching practical work which are part of their duties, members of the technical laboratory staff may be called upon to provide hours of teaching in the institution to which their laboratory belongs. These teaching hours are paid at the Faculty rate and are deducted from the time spent in the laboratory without affecting their salary.

Conversely, Faculty members may be called upon to take on duties in laboratories that belong to the institution where they teach. When these duties are not included in their teaching contract, they give rise to a complementary contract.

Article 60: *Work for Third Parties*

Laboratories may be required to carry out research or industrial work on behalf of third parties. This work allows the laboratory staff to be remunerated for overtime work, bonuses or participation in the profits thus made. The regulations of the laboratories in question must specify the method of such remuneration. It is also the responsibility of the heads of the institutions to which these laboratories belong to ensure that, where possible, activities on behalf of third parties do not disadvantage the laboratory staff whose activities are purely educational.

TITLE TWO: CENTRAL ORGANIZATION OF THE UNIVERSITY

Article 61: *Administration*

The University, in its Central Organization, is composed of the following entities: the Board of Trustees, the University Board, the Rector, the Vice-Rectors, the Secretary-General, the Executive Board, the Disciplinary Board and the Central Administration.

The Board of Trustees ensures that the mission of Saint Joseph University of Beirut is being carried out. The University is administered by a University Board. It is run by a Rector assisted by an Executive Board, a Secretary-General and, if need be, one or several Vice-Rectors. The University also has administrative offices.

FIRST CHAPTER: THE BOARD OF TRUSTEES

Section 1 - Composition of the Board of Trustees

Article 61.1: *Members of the Board of Trustees*

The Board of Trustees is composed of twelve members chosen among eminent figures outside the University, recognized for their integrity and expertise in the academic, financial, economic, ethical and social fields. Two of them are members of the Compagnie de Jésus (Society of Jesus).

The twelve members of the first Board of Trustees are appointed by mutual consent of the Superior of the Near-East and Maghreb Province of the Society of Jesus (the Provincial) and the Rector, after the latter has consulted the Executive Board.

Subsequently, when the mandate of one or more members ends, the Board of Trustees elects one or more new members in accordance with the provisions of articles 61.4, 61.11 and 61.12.

The Chairperson of the Board of Trustees signs the deed of appointment of any new member, with the exception of the members of the first Board of Trustees whose deed of appointment is signed by the Rector.

The members of the Board of Trustees must adopt and comply with a prevention and management of conflicts of interest policy.

No one is eligible to be a member of the Board of Trustees should they have a contractual agreement with the University.

The Rector participates *ipso jure* in the meetings of the Board of Trustees but does not have the right to vote.

Article 61.2: *Duration of the Mandate*

Subject to paragraphs 3 and 4 hereunder, the members of the Board of Trustees are designated for a nine-year non-renewable mandate, unless exceptional circumstances that justify the extension of this mandate. The principle and the duration of the extension of the Board of Trustees mandate are in this case decided by a motivated decision of the Selection Committee.

One third of the members of the Board of Trustees is replaced every three years.

Exceptionally, and only with regard to the members of the first Board of Trustees, the mandate of four of them ends after three years and that of four others after six years. The names of the outgoing members will be selected and designated following a procedure similar to the one set in article 61-4 below. They will be replaced by new members, elected for a full nine-year mandate, so that one third of the members is renewed every three years.

In the event of a vacancy, a new member is elected within three months of the vacancy and for the remaining mandate. If the mandate is of less than three years, the successor may be re-elected for a nine-year term.

In the event of a permanent impediment, as established by the majority of the members of the Board of Trustees, a new member is elected in accordance with the procedure referred to in the preceding paragraph.

In the event of a serious offence, failure to comply with the statutory rules or inappropriate behavior, the exclusion of a member of the Board of Trustees may be pronounced by a decision of the Board of Trustees taken by a majority of the two thirds of its members.

The exclusion measure can only be adopted after the person in question has been given the right to be heard and to express their point of view on the reality and relevance of the facts of which they are accused.

Article 61.3: *Commissions*

The Board of Trustees may establish, from among its members, permanent or *ad hoc* commissions.

Article 61.4: *Selection Committee*

A Selection Committee is entrusted to draw up a list of candidates suitable to become members of the Board of Trustees.

It is composed of:
1. The Chairperson, the Vice Chairperson and the Secretary of the Board of Trustees;
2. One of the two Jesuit members when neither of them is Chairperson, Vice Chairperson, or Secretary of the Board of Trustees;
3. The Rector.

Whenever the mandate of the members of the Board of Trustees expires, the Selection Committee unanimously establishes a list of candidates which the Chairperson submits to the Provincial for approval. This list must include more names than there are seats to be filled.

After receiving the written approval of the Provincial, the Chairperson transmits this list to the members of the Board of Trustees who proceed with the election, in accordance with the provisions of Articles 61.2, 61.11 and 61.12.

The above procedure applies to the selection and designation of the names of outgoing members of the first Board of Trustees. The Selection Committee will in this case establish a list including more names than the number of vacant seats.

Section 2 - Attributions of the Board of Trustees

Article 61.5: *Missions*

The Board of Trustees ensures that the mission of the University, as defined in the Charter of the University, is respected.

It is the guarantor of academic freedom.

It ratifies the development strategies adopted by the University's bodies.

It also ensures the financial support necessary for the University's activities and the continuity of its mission.

In this respect, the following attributions are recognized within the limits of the imperative provisions of the Lebanese legislation and of the necessity of their conformity with the provisions of the Charter of the University.

Article 61.6 : *Competencies*

The Board of Trustees is responsible for:

1. Designating, from among its members, a representative who shall be a member of the Board of Directors of *Hôtel-Dieu de France*;
2. Appointing the members of the committees set up by the University Board and charged with supervising and controlling the management of the University as well as the compliance with the rules and procedures fixed by the Bylaws and by the regulations in force;
3. Raising the funds necessary for the support and development of the University and *Hôtel-Dieu de France*;
4. Holding, at least once a year, a meeting with the members of the University's Executive Board;
5. Approving, upon the recommendation of the University Board, the provisional budget, the investment budget, and the annual closure of the accounts of the University and of *Hôtel-Dieu de France*;
6. Evaluating the annual reports sent to it by the Rector concerning the situation of the University and of *Hôtel-Dieu de France*, and consequently issuing advice and recommendations to the relevant authorities;
7. Making proposals or recommendations to the Rector on strategic issues related to the development of the University or *Hôtel-Dieu de France*.

The evaluation process includes the following steps:

1) In February-March, the Rector submits to the Board of Trustees two separate reports, one relating to the activity of the University and the other to that of *Hôtel-Dieu de France*.
2) Within three months, the Board of Trustees submits to the Rector its recommendations, which the Rector then presents to the University Board and the Board of Directors of *Hôtel-Dieu de France*.

8. Approving, in accordance with the new Article 114 and subject to the provisions of Article 61.14 paragraph 2, the amendments made to the University's Bylaws.

Article 61.7: *Nomination of Candidates for the Position of Rector*

The Board of Trustees establishes, with the Provincial, the list of candidates for the position of Rector and shall send it to the University Board in accordance with the provisions of Article 75.

Article 61.8: *Delegation*

The Board of Trustees cannot delegate its powers.

Section 3 – Deliberations of the Board of Trustees

Article 61.9: *Quorum*

a. The Board of Trustees may only legitimately deliberate if the majority of its statutory members are present or deemed to be present at the meeting, without taking into account represented members.

   For the purposes of calculating the quorum, members of the Board of Trustees who participate in meetings by any means of videoconferencing or telecommunication that allows them to be identified, to effectivel y participate and to respect the confidentiality of the discussions are deemed to be present. The use of these means of participation is not allowed when the deliberations involve a secret ballot.

b. The presence of two thirds of the members is necessary for the election of the Chairperson, the Vice Chairperson, the Secretary and the members of the Board of Trustees. If this quorum is not reached during the first meeting dedicated to the election, a second meeting is convened within fifteen days. The quorum is then reached when the majority of the members who statutorily compose the Board of Trustees are present at the meeting.

Article 61.10: *Mandate*

Except where the provisions of the present section provide otherwise, any member of the Board of Trustees may delegate, by mandate, to another member with a deliberative capacity the possibility of voting on their behalf. The mandate must be made in writing, and where appropriate, electronically. Each member of the Board of Trustees present at the meeting may hold only one proxy.

Article 61.11: *Voting Procedures*

Voting is made by show of hands or by secret ballot, at the discretion of the Chairperson.
However, a secret ballot is mandatory when it concerns a person.

Article 61.12: *Required Majorities*

a. The decisions of the Board of Trustees are adopted by an absolute majority of the members present, deemed to be present or represented at the time of the vote. In the event of a tie, the Chairperson has a casting vote.
b. The election of the Chairperson, the Vice Chairperson, the Secretary and the members of the Board of Trustees is carried out by a two-thirds majority of the members present.

If this majority is not obtained in the first round of voting, an absolute majority is sufficient for the following rounds.
The vote cannot be made by proxy.

Article 61.13: *Internal Regulations*

The internal regulations of the Board of Trustees determines its organization and functioning. They are adopted by the University Board.

Notwithstanding the provisions of Article 66, amendments to the internal regulations are adopted by the Board of Trustees.

Article 61.14: *Assessment Procedure*

The provisions of Articles 61.1 to 61.13 shall be subject to a joint assessment by the Board of Trustees and the University Board no later than four years after the appointment of the members of the first Board of Trustees. A joint committee composed of representatives of each of the Boards shall prepare a report on this assessment which shall be submitted to the Chairperson of the Board of Trustees and to the Rector before the expiry of the abovementioned four-year period.

Notwithstanding the provisions of the new Article 114, any amendment to Articles 61.1 to 61.13 proposed as a result of the assessment shall be submitted within six months of the submission of the assessment report to the University Board and the Provincial for approval.

Any subsequent changes to Articles 61.1 to 61.13 shall be governed by the new Article 114.

SECOND CHAPTER: THE UNIVERSITY BOARD

Section 1 - Composition of the Board

Article 62: *Members of the Board*

The University Board is composed of:
- The Rector who chairs it;
- The Vice-Rectors, in a consultative capacity only; however, in the absence of the Rector, the Vice-Rector whom he designates to replace him shall have the same prerogatives as the Rector;
- The deans of the faculties;

- The directors of the institutions affiliated to the University;
- The directors of the teaching institutes or schools affiliated to a faculty and enjoying autonomy in terms of studies and degrees;
- The regional and Dubai campus administrators;
- A second representative of the faculties to which no educational institute or school is affiliated, this second representative being an instructor elected according to the procedures specified in the bylaws of these faculties;
- Two tenured instructors, one in the medical sciences, science and technology fields and the other in the social sciences and humanities fields, elected by the University Board from among three candidates proposed by the Office of the Board of Tenured Instructors and Researchers for the medical sciences, and science and technology fields, and three for the social sciences and humanities fields;
- Campus administrators and the Secretary-General of the University, in an advisory capacity only;
- The Directors of the Professional Training Center, the Professional Mediation Center and the University for All, in an advisory capacity only;
- An administrative staff representative elected by the University Board from among three candidates proposed by the Office of the Board of Administrative Staff, in an advisory capacity only;
- Two guest students elected by the Student Board, in an advisory capacity only.

Article 63: *Mandate*

The mandate of the second instructors representing the faculties to which no teaching institute or school is affiliated is of three years: - initially, as of the date of their election as a member of the Board, - then, as of the date of expiry of their predecessor's mandate. This mandate cannot be immediately renewed.

The mandate of the two instructors representing the disciplinary fields and the representative of the administrative staff is of two years; the one of the two students is of one year. This mandate cannot be immediately renewed.

Any member of the Board who loses the capacity in which they were appointed or elected ceases to be a member of the Board and is replaced within a period of three months from the date on which the capacity was lost.

In the event of the resignation of a member of the Board, a replacement is provided within three months from the date of acceptance of such resignation by the Rector.

Section 2 - Responsibilities of the Board

Article 64: *Competency Boundaries*

The responsibilities of the Board are related to the presentation of candidacies to the Rectorate, to the field of bylaws, regulations and conventions, to that of studies and research and to that of financial management.

These responsibilities, without the need to specify them in each of the following articles, are limited by the imperative provisions of the Lebanese legislation in force and by the necessity of the conformity of their exercise to the provisions of the Charter of the University.

Article 65: *Presentation of Candidacies to the Rectorate*

The Board is competent to present candidacies to the Rectorate in accordance with the provisions of Article 75.

Article 66: *Legal Responsibilities*

In the field of bylaws, regulations and conventions, it is the responsibility of the Board to determine, in conformity with the Charter, the objectives of the University, to formulate the policies that will enable the achievement of these objectives, and to establish the institutions and promote the structures that will facilitate the implementation of these policies.

The Board has the authority to:

- Amend the present Bylaws and approve and amend any text to which they refer; the rules of procedure in this regard are specified in the new Article 114;
- Establish, regroup, transform or dissolve faculties or institutions affiliated to them;
- Proceed, on its own initiative and on an exceptional basis, to amend the Bylaws of the faculties and institutions affiliated to them. Such amendment shall come into force only after its approval by the competent body of the relevant faculty or institution and, if not, after having been submitted a second time to the University Board and having been approved again by it, this time by a two-thirds majority of the votes cast;
- Approve all agreements or conventions, with States, other universities, companies, associations or organizations.

Article 67: *Academic Responsibilities*

In the field of studies and research, it is the responsibility of the Board to ensure the value and relevance of the teaching programs, to facilitate the constant improvement of teaching methods and working means, to ensure the proper functioning of the research departments and laboratories, to examine the conditions for obtaining diplomas and the procedures for their promotion on the job market.

The Board has the authority to approve:

- The conditions of access to university education;
- The general regulations concerning the organization of teaching and research, in particular the structure and content of programs;
- The general rules concerning the assessment of knowledge and the definition of diplomas;
- The criteria and procedures for hiring and promoting members of Faculty;
- Accreditations and their procedures.

Article 68: *Financial Responsibilities*

In the field of financial management, it is the responsibility of the Board to ensure the proper management of the University: the sum of resources, their allocation to meet objectives, while respecting the desirable priorities and their rational use. The Board is also responsible for assessing whether the objectives have been sufficiently achieved and, if they are not, for proposing a revision of the spending program.

The Board has the authority to approve the provisional operating and investment budgets of the Central Organization, faculties or affiliated institutions, to monitor their implementation and to approve the management accounts.

Article 69: *Delegation*

The Board may delegate its powers to the Rector, to the Executive Board or to the Administrative Board of *Hôtel-Dieu de France* for matters concerning the hospital.

The Board may not, however, delegate the approval of the present Bylaws and their amendments, the establishment or dissolution of a faculty or an affiliated institution, or the presentation of candidacies to the Rectorate.

Section 3 – Board Meetings

Article 70: *Convocation*

The Board meets when convened by the Rector, at least three times a year and whenever necessary, either on the Rector's initiative, or at the written request of one third of its members or of a dean, based on the decision of their Faculty Board.

Article 71: *Attendance*

The Board can only legitimately deliberate when the majority of its members with voting rights are present or represented. Absent members may delegate, in writing, their powers to another member in a deliberative capacity. No member may have more than one delegation.

The meetings of the Board are not public, but the Rector may invite to attend, in an advisory capacity, any person whom he deems particularly competent in the matters at hand.

Article 72: *Deliberations and Votes*

Votes are made by show of hands; they are however written and secret when they concern a person; they are also at the request of the Rector or of a third of the members present or represented.

Votes are taken by an absolute majority of the ballots cast, subject to the following exceptions:

- A two-thirds majority of the ballots cast is required for the delegations of powers provided for in Article 69 and for the approval on second reading of an amendment to the bylaws of a faculty or an affiliated institution as specified in Article 66.
- In the case of an election involving several candidacies, an absolute majority of the ballots cast is required only in the first two voting rounds; a simple majority is then sufficient.
- A three-fourths majority of the members of the Board, according to Article 62, is required to approve an amendment to the University Bylaws and the dissolution of a faculty or an affiliated institution.

In the present Article and in all Articles of the present Bylaws and of the bylaws of the University institutions which regulate elections, the "number of ballots cast" shall be understood to mean the number of ballots cast in the ballot box, irrespective of the validity of such ballots, unless of course, the number of ballots exceeds the number of voters.

Article 73: *Minutes*

The minutes of a meeting of the Board are drawn up by the Secretary-General of the University or, in their absence, by the secretary appointed by the Rector. They are signed by the Rector after having been approved by the Board at the following meeting. From these minutes, a report of the decisions taken by the Board and the votes to which they were subjected is extracted; it is signed by the Rector and the Secretary-General or the appointed secretary of the relevant meeting and by the members of the Executive Board present at that meeting.

Article 74: *Establishment of Commissions*

The Board, when it deems it useful, constitutes permanent or temporary commissions which it entrusts with the task of addressing a given problem. The commission thus constituted is chaired by the Rector or his delegate. The chairperson of a commission may invite to participate in this commission, in a consultative capacity only, any person whom they deem to be particularly competent in the matters under study.

THIRD CHAPTER: THE RECTOR

Section 1 - Appointment of the Rector

Article 75: *Appointment*

In accordance with the provisions of Article 61.7, the University Board receives from the Board of Trustees the list of candidates, members of the Compagnie de Jésus (Society of Jesus), for the position of Rector. It elects, from this list, three candidates who meet the requirements of Article 58 of Law No. 285 concerning higher education. Their names are forwarded to the authorities of the Society of Jesus who appoint the Rector from among the three candidates proposed. The Board must be convened within two months before the expiration of the term of the Rector in office. The Rector is appointed for a mandate of five years; if his mandate expires on a date other than July 31, he continues in office, by right, until the July 31 following the date of expiration of his mandate. The Rector's mandate is renewable. However, the Rector's mandate ends on July 31 following the date on which he reaches the retirement age of 75 years; there is no need for extension if the date on which he reaches retirement age falls on July 31. The title of Rector Emeritus is awarded by the University Board, on proposal from the Rector in office, to any Rector who has held the rectorship for at least two mandates.

It is the responsibility of the new Rector, appointed by the authorities of the Compagnie de Jésus (Society of Jesus), to submit to the University Board, before taking office, the appointments he intends to make and the delegations of powers he intends to grant; these appointments and delegations of powers will not take effect until the date on which the new Rector takes office.

Article 76: *Interim and Permanent Impediment*

In case of absence or temporary impediment, the Rector is replaced by one of the Vice-Rectors or members of the Executive Board whom the Rector designates or, if not, the University Board designates. In the event of the resignation of the Rector or of a permanent impediment, noted by the Board of Trustees and the University Board, a new Rector is appointed within three months from the date of acceptance of the resignation or the establishment of the impediment. The interim is ensured by a member of the Executive Board appointed by the University Board.

The University Board is then convened by the Executive Board and chaired by the oldest dean.

Section 2 - Responsibilities of the Rector

Article 77: *General Competency*

The Rector ensures the management of the University. To this end, the central administration of the University is placed under his authority.

He is authorized to sign any document in the name of the University and may delegate this signature to the Vice-Rectors, to the members of the Executive Board or to the Secretary-General of the University. The list of persons authorized to sign on behalf of the faculties and other institutions of the University is established, upon his agreement, by the heads of these institutions.

Article 78: *Chairing of the Meetings*

The Rector chairs the University Board and ensures the implementation of its decisions. He also chairs the Executive Board and the commissions appointed by the University Board.

Article 79: *Orientation Mission of the University*

The Rector ensures that the objectives of the University policy are defined and achieved. It is also his responsibility to identify the main lines of development of the University, to discover the potentialities

and to stimulate innovations that will promote this development, to establish an organization and methods of operation that will allow each institution that makes up the University to accomplish its own goals in the best possible way and to contribute to the realization of those that are common to the whole University.

Article 80: *Jurisdiction for Appointments*

The Rector proposes to the competent bodies three candidates for the positions of deans or directors of teaching institutions affiliated to the University. He appoints the directors of the activity centers affiliated to the University. He takes the final decision on the appointment and dismissal of Faculty members and of the administrative and laboratory staff, taking into account their respective bylaws. He personally appoints the tenured instructors and associate Faculty members; for the other appointments, he usually delegates the power of decision to the deans and directors of the relevant institutions. He accepts or rejects the resignation of deans and directors of institutions; he may shorten their mandate in case of imperative necessity, upon the agreement of the board of the faculty or the relevant institution.

Article 81: *Academic Responsibilities*

The Rector stimulates the reflection of the competent bodies on the value and the relevance of the teaching programs and the efficiency of the teaching methods; he sees to the regularity of the issuance of the diplomas, signs or countersigns them and takes care to ensure the equivalence of the diplomas with the governments and the other universities.

Article 82: *Information and Reports*

The Rector is kept informed of the deliberations of the boards or assemblies of the University's institutions; for this purpose, he receives the minutes of each meeting held by these bodies. He is also kept informed of the activities of the institutions affiliated to or under agreement with the University through an annual report sent to him by the deans and directors. On this basis, he prepares the reports on the University submitted to the University Board.

Article 83: *Financial Responsibilities*

The Rector manages the assets of the University; however, the prior agreement of the University Board is required for the acquisition, transfer, leasing or mortgaging of real estate.

The Rector presents to the University Board, for approval, the provisional budgets and management accounts of the central organization prepared by his administration, and those of the faculties and their affiliated institutions which are prepared by their respective administrations; where appropriate, he accompanies the latter with his observations. He is the authorizing officer for the central administration budget and exercises the powers of supervision over the execution of the other budgets.

In terms of banking, he has the power to operate the University's accounts, to request the opening of letters of credit and letters of guarantee, and to request overdraft protection and cash facilities. He may delegate this power. It should be noted that the approval of the Executive Board is still required for loans with a term of more than three years.

Article 84: *Maintaining Order*

The Rector ensures that freedoms are respected, and that order is maintained in the University's premises. He usually delegates his powers in this matter to the deans and directors.

He has the power to refer cases to the University Disciplinary Board.

Article 84.1: Disciplinary Powers of the Rector

The Rector may temporarily prohibit a student accused of a violation or one or more of the acts mentioned in Article 33 of the present bylaws from accessing all the campuses and centers of the University, when these violations and acts have been committed within the walls of one of these campuses or centers or in any other place under its responsibility.

If these violations or acts were committed outside the walls of a campus, a university center, or a place under the responsibility of the University, the decision of temporary prohibition shall be taken by the Rector after a favorable opinion of the University's Executive Board.

Article 85: *Responsibilities in Civil Matters*

The Rector represents the University with respect to third parties. He represents the University in all acts of civil life or in justice, in execution of the deliberations of the Board or by virtue of the powers conferred upon him by the bylaws. He is particularly empowered to take any protective or urgent measures in these fields.

Article 86: *Relations with Other Lebanese Institutions*

The Rector ensures the necessary relations and collaborations with ministries, embassies, universities, associations, companies and public or private organizations.

He signs, after approval of the Board, the conventions and agreements institutionalizing these relations and collaborations.

FOURTH CHAPTER: THE VICE-RECTOR(S)

Article 87: *Appointment and Powers*

The Rector may be assisted by one or more Vice-Rectors whom he may entrust with the management of any of the offices of the Central Administration of the University mentioned below.

The Vice-Rector(s) are appointed by the Rector after receiving the favorable opinion of the University Board. The Rector grants the Vice-Rector(s) their powers, and the duration and extent of said powers; in other words, such powers are always delegated. The mandate of the Vice-Rector(s) may be shorter than that of the Rector who appointed them, but may not exceed it.

Article 87.1: *First Vice-Rector*

As advisor to the Rector, they carry out the missions entrusted to them, particularly with regard to the activities and procedures that mark the Jesuit nature of the University. They are a member of several commissions and committees at the University and at *Hôtel-Dieu de France*.

Article 87.2: Vice-Rector for Academic Affairs

The Vice-Rector for Academic Affairs is responsible for the coherence of the University's teaching and training programs and oversees the design, evaluation and modification of curricula. They are in charge of academic and student life. They coordinate the work of the Academic Commission and the various internal and external evaluations of the teaching programs. They are a member of several commissions and committees.

Article 87.3: Vice-Rector for Administration

The Vice-Rector for Administration assists the Rector in the management of administrative and financial affairs. They ensure the financial follow-up and the efficient use of the University's human and financial resources. They control and validate all purchase files, payments, transfers, budgets and expenditures of the University. They participate in the recruitment process of tenured instructors,

non-tenured instructors and staff members, the renewal of contracts and promotion requests. They serve on several commissions and committees at the University and at *Hôtel-Dieu de France*. They also oversee, in their capacity as project manager, maintenance and rehabilitation projects, campus development projects, and the overall management of University assts, in accordance with the University's strategy and needs.

Article 87.4: Vice-Rector for Research

The Vice-Rector for Research implements the University's research policy. They prepare the meetings and are in charge of the administration of the Research Board, the Research Valorization, Innovation and Technology Transfer Unit (UVRITT) and the Research Project Preparation Unit.

Article 87.5: Vice-Rector for International Relations

The Vice-Rector for International Relations suggests, pilots and supervises the University's international strategy. They negotiate international partnership agreements and oversee their signature, execution, renewal, amendment or termination. They validate invitation and mission requests. They organize the visits of foreign delegations to the University and maintain relations with embassies, UN agencies and other international partners.

FIFTH CHAPTER: THE SECRETARY-GENERAL

Article 88: *Appointment and Powers*

The Secretary-General is appointed by the Rector. They help the Rector run the University. They serve on the University Board in an advisory capacity only and on the Executive Board; they ensure the Secretariat during the boards' meetings. They also serve and may coordinate various boards, committees, and commissions. At the request of the Rector, they represent him at meetings or events and elaborate and follow up on various projects. They follow up on national agreements and make sure they are signed. They draft amendments to the University's statutory and regulatory documents. They draft and publish the University's official statements and are in charge of the management of the University's General Secretariat.

SIXTH CHAPTER: THE EXECUTIVE BOARD

Article 89: *Composition*

The Executive Board is composed of:

- the Rector who chairs it;
- the Vice-Rectors;
- the Secretary-General of the University;
- four deans, each belonging to one of the four main disciplinary fields (medical sciences, social sciences, science and technology, humanities), elected by the University Board, upon proposal of the Rector, from the faculty deans.

At the beginning of each semester, the deans of all faculties are invited to an Executive Board meeting. They participate in meetings, in an advisory capacity, to discuss ongoing or future projects.

The mandate of the elected Executive Board members is of two years from the date of their election as members of that Board. This mandate is only renewable once, subject to the principles of continuity and rotation. However, when a member of the Executive Board ceases to be a member of the University Board, they cease to be a member of the Executive Board; they are replaced within three months of the date on which that status was lost.

Article 90: *Meetings*

The Executive Board is convened by the Rector at least six times a year and whenever deemed necessary, either at the Rector's initiative or at the written request of three of its members.

The Board may only legitimately deliberate when a majority of its members is present. All members have the right to vote.

The meetings of the Board are not public, but the Rector may invite any person whom he deems to be qualified in the matters under study to attend in an advisory capacity.

The operating procedures of the Executive Board may be specified in Internal Regulations.

Article 91: *Responsibilities*

The Executive Board helps the Rector run the University. It prepares the agenda of the University Board meetings and the documents that need to be communicated to the latter; it follows up on the decisions taken by the Executive Board itself or by the University Board.

Elements of the University Board meeting agenda must be examined first by the Executive Board, with the exception of those concerning the members of that Board.

The Executive Board ensures the implementation of the decisions taken and periodically reports the follow-up to the University Board.

Matters discussed within the Executive Board are communicated to the University Board for information and approval. The former are matters approved by the Executive Board because they fall under its jurisdiction, and the latter are matters submitted to the University Board for approval because they fall under its jurisdiction.

The Rector consults the Executive Board on matters regarding appointments in executive positions.

Legal Responsibilities

The Executive Board shall:

- approve the bylaws of faculties and their affiliated institutions, which must necessarily be in conformity with the University Bylaws. Any amendment of the University Bylaws shall, automatically and without the need for an extraordinary decision, entail the amendment of the bylaws of faculties and institutions which would no longer be in conformity with their provisions or be contradictory to them;
- amend the bylaws of faculties and their affiliated institutions on their proposal;
- approve agreements between University institutions;
- approve and amend the appendices of the bylaws of institutions regarding instructors;
- establish the framework for administrative and laboratory staff and define the job descriptions for each category of staff;
- approve the amendments to agreements and the renewal of agreements and their amendments;
- establish, if deemed necessary, *ad hoc* committees for specific purposes;
- adopt, in case of emergency, any provisional measures necessary for the proper functioning of the University and inform the University Board at the earliest opportunity thereof.

Financial and Administrative Responsibilities

The Executive Board shall:

- oversee the management of the University's assets;
- monitor and control budget implementation.

Academic Responsibilities

The Executive Board shall approve:

- special admission conditions to programs;
- the provisions of the internal regulations of institutions, which must be in conformity with the common dispositions of these regulations;
- the recruitment and promotion criteria and procedures of Faculty members of each institution.

SEVENTH CHAPTER: THE DISCIPLINARY BOARD

Article 92: *Responsibilities*

A Disciplinary Board is constituted at the level of the University to hear:

1. Without appeal, any case concerning an instructor or involving the University or one of its institutions;
2. In case of appeal:
   a. any decision made in the first instance by the Disciplinary Board of an institution, Regional Campus, or Campus;
   b. any matter involving a student with respect to whom the Rector has exercised the disciplinary powers granted to him by Article 84.1 of the present Bylaws.
3. In case of cassation, any final decision made by the Disciplinary Board of an institution or Regional Campus in accordance with Article 33.3,1.
4. In case of an appeal of the decision of the Complaints Commission within seven days from the date of notification of the decision to the relevant parties in accordance with the University Psychological and Sexual Harassment, Sexual Abuse, and Sexual Exploitation Policy. The Disciplinary Board must render its decision within two months of the filing of the appeal.

Referral to the Disciplinary Board does not suspend the execution of the disciplinary measures challenged before it. The Disciplinary Board must render its decision within two months from the date of referral.

Article 93: *Composition*

The Disciplinary Board is composed of:

1. a Chairperson who shall be a former professor of the Faculty of Law or a former magistrate, elected by the University Board;
2. four members who shall be professors at the University, elected by the University Board and belonging to different institutions of the University.

Every member of the Disciplinary Board has an alternate member elected at the same time as them by the University Board. The alternate Chairperson shall meet the same requirements as the Chairperson and every alternate member shall belong to an institution other than that to which the incumbent member belongs.

Members of the Disciplinary Board are appointed for three years and may be reappointed. When a member of the Disciplinary Board loses their eligibility, they cease to be a member; their alternate becomes a member for the remainder of their mandate, and an alternate is elected for the same duration at the University Board meeting following such appointment.

Article 94: *Referral*

The Disciplinary Board is referred to: - by the University Board or the Rector in the case of a matter concerning an instructor or involving the University or one of its institutions, - by the Dean or Director of an institution, after a favorable opinion from the Board of that institution, in the case of a matter involving an institution. In the case of an appeal, the matter is referred to it by the relevant person or

by the authority having jurisdiction for this purpose and designated by the bylaws of the institution in question. It is referred to in the event of an appeal against the decision of the Complaints Commission within the framework of the University Psychological and Sexual Harassment, Sexual Abuse, and Sexual Exploitation Policy.

Article 95: *Provisional Measures*

Any instructor who is brought before the Disciplinary Board may be suspended from their teaching and academic duties; the suspension is decided by the competent authority to bring the instructor before the Disciplinary Board; in this case, the instructor shall remain suspended until the Disciplinary Board decides on their case or until the authority that brought them before the Disciplinary Board reconsiders its decision.

Article 96: *Disciplinary Sanctions*

The disciplinary sanctions that the Board can issue are:

1. With respect to an instructor:
   a. Censure;
   b. Public censure;
   c. Permanent expulsion from the University.
2. With respect to a student:
   a. The sanctions provided for in Article 33 of the present Bylaws;
   b. Expulsion from the University for a defined period or permanently.

The decisions of the Board are final and cannot be appealed; they are immediately enforceable.

Article 97: *Procedure*

The Disciplinary Board drafts its own internal regulations and submits them to the University Board for approval.

EIGHTH CHAPTER: THE CENTRAL ADMINISTRATION

Article 98: *Definition*

The Central Administration groups different offices and entities under the authority of the Rector, who establishes their organizational chart and appoints their staff after consulting with the head of the office in question and the Secretary-General of the University. These offices and entities ensure the management of the University, while respecting the margin of autonomy granted by the present Bylaws to the institutions that make up the University.

Article 99: *Diversity*

These offices include *Fondation USJ*, a Human Resources Office, a Financial Office, an Accounting Office, a Purchasing and Supply Office, a Real Estate Maintenance and Conservation Office, an Information Technology Office, a Publications and Communication Office, a Student Information and Orientation Office, an Admissions Directorate, a Student Life Office, a Career and Placement Office, a Financial Aid Office, a Counseling Office, an Internal Audit and Asset Control Office, a Sports Office, the Quality Assurance Unit, the Saint Joseph Daycare and the Research Board.

Article 100: *Reserved*

Article 100.1: *Fondation USJ*

Fondation USJ aims to support the excellence and influence of the University and *Hôtel-Dieu de France* in their academic, social and medical missions. It is the central body within the University and the Hospital that listens to the needs of their community. It reflects the values of equality, solidarity, commitment and transparency in its actions, projects and fundraising campaigns. It aims to raise funds to support students and excellence in teaching and research, develop partnerships with donors and corporations, build donor loyalty towards the University and the Hospital, and capitalize on the University's international network of alumni, friends and partners.

Article 101: *Human Resources Office*

The Human Resources Office is responsible for the administrative centralization of all matters relating to the administrative and laboratory staff of the University and to the tenured Faculty, and ensures the application of their respective bylaws. It studies the social problems of the staff members and suggests training activities for them.

Article 102: *Financial Office*

The Financial Office ensures that the budgetary and financial systems adopted by the University Board are implemented and respected, prepares the budget of the Central Administration, verifies the conformity of the budgets of the various institutions and monitors the financial commitments of the University, suggests to the Executive Board, to the Rector or to the heads of the institutions in question, the measures that are likely to preserve the interests of the University, to optimize its resources and to ensure that they are judiciously allocated. It manages the institutions' treasury under the supervision of the Executive Board.

Article 103: *Accounting Office*

The Accounting Office ensures that the accounting systems adopted by the University Board are implemented and respected, prepares the University's management accounts and submits these accounts to the heads of the institutions and to the auditing firm chosen by the University, prior to the University Board's discharge. It controls the execution of the budget of the various institutions, the management of fixed assets and supplies, and the use of subsidies.

Article 104: *Purchasing and Supply Office*

The Purchasing and Supply Office is the main actor in the procedure adopted by the University Board for major purchases by institutions. It solicits bids and, after the approval of the Rector, places orders, ensures customs clearance of the ordered goods and verifies their proper receipt with the institutions. It is in charge of handling office supplies and delivering them to the institutions at their request.

Article 104.1: *Real Estate Maintenance and Conservation Office*

The Real Estate Maintenance and Conservation Office is the main actor in the maintenance and conservation of the University's campuses and buildings. It solicits bids and, after the approval of the Rector, monitors the execution and progress of the work and verifies its proper receipt with the institutions in question. It manages the maintenance contracts.

Article 105: *Information and Technology Office*

The Information and Technology Office is at the disposal of the institutions to ensure the proper functioning of networks, installations, equipment and software. It prepares a general plan for the University's IT development. It develops new applications, on request or on its own initiative. It provides its expertise when it comes to purchases: it helps the institutions formulate their requests, evaluates the technical aspects of the equipment offered, and controls the conformity of deliveries.

Article 106: *Publications and Communication Office*

The Publications and Communication Office publishes the official publications of the University: directory, brochures, magazines, invitations. It assists institutions with their publication work and announcements, according to the procedure adopted by the University Board. It keeps the University's website up-to-date. It participates in the organization of conferences, seminars, symposia, congresses and other events held at the University. It ensures relations with the media.

Article 107: *Student Information and Orientation Office*

The Student Information and Orientation Office gathers and publishes information on the various institutions of the University, their admission requirements, their programs, their examination procedures and their diplomas, as well as on the services provided by the Central Administration.

It provides pupils and students with the necessary assistance in terms of orienting them in their university studies or, if necessary, reorienting them.

It carries out the necessary and adapted actions to help the institutions of the University expand the recruitment of their students and promote their training.

Article 107.1: *The Admissions Directorate*

The Admissions Directorate, under the authority of the Permanent Admissions Commission and the supervision of the Vice-Rector for Academic Affairs, establishes the University's admissions strategy. It oversees the academic, financial and administrative aspects of the admissions process, from the submission of files to the applicants' final confirmation. It provides training for the staff of the applicant reception centers and organizes and supervises the work of these centers.

Article 108: *Student Life Office*

The mission of the Student Life Office is to promote the well-being of students throughout their university studies and to oversee student-related projects and activities with the objective of listening to students, developing their sense of belonging to the University, encouraging a culture of citizenship and living together, as well as applying civic values, both inside and outside the University.

It also coordinates projects and commissions or committees with other entities dealing with student life.

Article 108.1: *Career and Placement Office*

The Career and Placement Office is in charge of developing contacts with recruiters in various sectors and concluding partnerships with them in order to ensure that the University's students and young graduates are offered jobs and internships that correspond to their profile and aspirations. To this end, it offers them a training program and individual or group follow-up aimed at preparing them to enter the job market.

It also organizes specific trainings for students and young graduates who wish to launch their own business or develop an entrepreneurial spirit.

Article 109: *Financial Aid Office*

Financial Aid Office is in charge of the following areas:

- social grants, loans and financial aid to students,
- assisting students in financial need.

Article 109.1: *Counseling Office*

The Counseling Office is in charge of supporting students who are experiencing some discomfort or who are facing psychological difficulties through psychological support provided by psychologists and psychiatrists.

Article 110: *Internal Audit and Asset Control Office*

The Internal Audit and Asset Control Office is in charge of ensuring that administrative procedures and the financial system are respected, and of controlling the inventories of the University's movable and immovable assets, as well as the inventory of the Purchasing and Supply Office.

Article 111: *Sports Office*

The Sports Office coordinates student sports activities. It represents the University in local, regional and international competitions. It offers training in the main disciplines and manages the campus gymnasiums. It is also responsible for elective sports courses.

Article 111.1: *Quality Assurance Unit*

The Quality Assurance Unit's mission is to consolidate a quality culture and system at the University and to meet the requirements of international agencies in this regard. Its main tasks are to manage the institutional accreditation process, to support institutions and administrative offices undergoing accreditation or evaluation, and to support the strategic planning and development of the University's projects. The Data Collection and Analysis Center, which is affiliated to the Unit, is the official reference and resource for University data and statistics regarding rankings, accreditations and satisfaction surveys.

Article 111.2: *Saint Joseph Daycare*

The Daycare provides services to University employees, instructors, and students and also welcomes the children of the staff of *Hôtel-Dieu de France*. The team is composed of professionals who provide a safe, secure and stimulating environment for the children.

Article 112: *The Research Board*

The Research Board is governed by its own bylaws, approved by the University Board.

Article 112.1: *Composition of the Research Board*

The Research Board is composed of:

- the Rector, who chairs it;
- the Vice-Rector for Research;
- the Vice-Rector for Academic Affairs;
- the Vice-Rector for Administration;
- the four research coordinators from the four disciplinary fields.

The research coordinators represent the research delegates of all disciplines. They promote the decompartmentalization of disciplines and researchers from different backgrounds.

Article 112.2: *Election, Nomination and Mandate of the Delegates and Coordinators*

Research delegates are elected by the Institution Board they represent.

The campus coordinators are appointed by the Rector from among the research delegates of the faculties and institutions to which they are affiliated.

The mandate of the delegates and coordinators is of three years, renewable once.

Article 112.3: *Meetings of the Research Board*

The Research Board meets twice a year to review and vote on the University's research projects and their internal/external funding.

Article 112.4: *Responsibilities of the Research Board*

Through the research delegates and coordinators, the Research Board is called upon to promote research in the various fields of knowledge, carried out by the various institutions of the University (faculties, institutes, schools, centers or any other entity having management autonomy). The objective is the integration of research activities into university life. At its biannual meetings, the Research Board issues a decision on the interest of a research project or on the appropriateness of a project for the establishment of a research center emanating from one or more institutions of the University.

NINTH CHAPTER: BUDGET OF THE CENTRAL ORGANIZATION

Article 113: *Expenses and Financing of the Central Organization*

The budget of the Central Organization includes the expenses common to the whole University, the salaries of the staff and the costs of the Central Administration. It is financed by its own funds and by a contribution from all of the University's institutions. This contribution is determined by the University Board.

TITLE THREE: AMENDMENT OF THE BYLAWS

Article 114: *The Adoption of Amendments*

The present University Bylaws may be amended provided that they remain consistent with the Charter. Amendments shall be suggested by the Rector or by one-third of the members of the University Board. They must be adopted by a three-fourths majority of the members of the University Board, in accordance with Article 62. They are then submitted to the Board of Trustees and the Provincial of the Compagnie de Jésus (Society of Jesus). The latter have one month from the date of receipt of this submission to decide on the adopted amendments. After this period, the amendments are considered approved.

Article 115: *Interim Provision*

Article 84.1, which was approved by the University Board on April 2, 2009, applies to contraventions and actions committed after its approval.

APPENDIX 1 - AMENDMENTS TO THE UNIVERSITY BYLAWS

- The original version was approved by the University Board on May 20, June 6, and June 10, 1975.
- The current version, which was updated on March 1, 2015, includes amendments and additions adopted in the interim by the University Board. The following list specifies the Board meeting minutes number, date and corresponding pages:

• 140°,	February 15, 2006,	p. 1,657
• 145°,	June 27, 2007,	p. 1,754
• 146°,	October 10, 2007,	p. 1,780
• 152°,	February 11, 2009,	pp. 1,884 – 1,886
• 153°,	April 02, 2009,	pp. 1,900 – 1,903
• 157°,	November 25, 2009,	p. 1,954
• 158°,	March 10, 2010,	p. 1,963 and p.1,965
• 160°,	September 15, 2010,	p. 2,009
• 161°,	November 10, 2010,	pp. 2,031 – 2,034
• 168°,	January 18, 2012,	pp. 2,176 – 2,177
• 172°,	October 03, 2012,	pp. 2,245 – 2,248
• 176°,	October 30, 2013,	pp. 2,363 – 2,366
• 180°,	October 29, 2014,	pp. 2,463 – 2,466
• 181°,	February 25, 2015,	pp. 2,513 – 2,514
• 206°,	September 03, 2020,	p. 2,994
• 209°,	June 23, 2021,	p. 3,045 – 3,046
• 217°,	February 22, 2023,	p. 3,183

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