

**STATUT UNIVERSITI PUTRA MALAYSIA
(SENAT) 2020**

**UNIVERSITI PUTRA MALAYSIA
(SENATE) STATUTE 2020**

**DISIARKAN OLEH/*PUBLISHED BY*
PEJABAT PENASIHAT UNDANG-UNDANG/
*OFFICE OF THE LEGAL ADVISOR***

AKTA UNIVERSITI DAN KOLEJ UNIVERSITI 1971

PERLEMBAGAAN UNIVERSITI PUTRA MALAYSIA

STATUT UNIVERSITI PUTRA MALAYSIA
(SENAT) 2020

PADA menjalankan kuasa yang diberi di bawah subseksyen 35(1) Perlembagaan Universiti Putra Malaysia [P.U(A) 448/2010], Canselor membuat Statut yang berikut:

Nama

1. Statut ini bolehlah dinamakan **Statut Universiti Putra Malaysia (Senat) 2020**.

Keahlian

2. (1) Senat hendaklah terdiri daripada-
 - (a) Naib Canselor, yang hendaklah menjadi Pengerusi;
 - (b) semua Timbalan Naib Canselor;
 - (c) semua Dekan Fakulti dan semua Ketua Kampus Cawangan, Sekolah, Pusat, Akademi dan Institut Universiti;
 - (d) tidak lebih daripada dua puluh orang profesor sepenuh masa yang dipilih bagi tempoh tiga tahun oleh semua profesor dan profesor madya sepenuh masa Universiti; dan
 - (e) tidak lebih daripada lima orang daripada Universiti yang hendaklah diko-opt oleh Naib Canselor selama tiga tahun.
- (2) Tertakluk kepada subsubperenggan 2(1)(d), tatacara pemilihan dan jumlah keahlian hendaklah ditentukan oleh Senat.

(3) Pendaftar atau wakilnya hendaklah menjadi Setiausaha Senat.

(4) Pendaftar, Bursar, Ketua Pustakawan dan Penasihat Undang-Undang hendaklah menjadi ahli *ex-officio* tetapi tidak berhak untuk mengundi dalam mesyuarat Senat.

Tempoh Keahlian Ahli Dipilih dan Ahli Diko-Opt

3. (1) Tempoh keahlian seseorang ahli dipilih dan ahli diko-opt hendaklah selama tiga tahun.

(2) Ahli yang dipilih untuk mengisi kekosongan keahlian ahli dipilih yang terhenti menjadi ahli menurut perenggan 2 Jadual Perlembagaan hendaklah memegang jawatan selama baki tempoh ahli yang terdahulu itu dipilih.

(3) Ahli yang diko-opt untuk mengisi kekosongan keahlian ahli diko-opt yang terhenti menjadi ahli menurut perenggan 2 Jadual Perlembagaan hendaklah memegang jawatan selama baki tempoh ahli yang terdahulu itu diko-opt.

Peletakan Jawatan dan Pembatalan Pelantikan

4. (1) Ahli dipilih atau ahli diko-opt boleh meletakkan jawatan dengan memberikan suatu notis satu bulan secara bertulis kepada Pengerusi.

(2) Seseorang ahli Senat hendaklah terhenti daripada menjadi ahli sekiranya-

(a) dia tidak menghadiri mesyuarat Senat tiga (3) kali berturut-turut tanpa kebenaran Pengerusi Senat;

(b) pelantikannya sebagai Dekan Fakulti atau Sekolah, Ketua Kampus Cawangan, Pusat, Akademi atau Institut dibatalkan atau dia meletakkan jawatan tersebut; atau

(c) dia hilang kelayakan di bawah perenggan 1, Jadual Perlembagaan.

Fungsi dan Kuasa Senat

5. Senat hendaklah mempunyai fungsi dan kuasa seperti yang diperuntukkan di bawah subseksyen 4(3) dan subseksyen 22(6) Perlembagaan, dan termasuklah fungsi dan kuasa untuk-

- (a) menimbangkan cadangan mengadakan Statut baru atau meminda Statut atau membatalkan Statut, menurut subseksyen 35(3) Perlembagaan;
- (b) menimbangkan cadangan mengadakan Kaedah-Kaedah baru atau meminda Kaedah-Kaedah atau membatalkan Kaedah-Kaedah, menurut kuasa di bawah seksyen 37(2) Perlembagaan;
- (c) membuat peraturan untuk menetapkan kursus-kursus pengajian dan sukatan pelajaran bagi peperiksaan;
- (d) memilih pemeriksa dalam dan luar Universiti;
- (e) mengeluarkan arahan kepada pemeriksa dan jawatankuasa pemeriksa;
- (f) meluluskan keputusan peperiksaan Universiti dan pengurniaan ijazah, diploma, sijil dan kepujian akademik yang lain mengikut Statut, Kaedah-Kaedah dan Peraturan-Peraturan;
- (g) mengurniakan fellowship, biasiswa, bantuan, hadiah dan pingat;
- (h) memberikan arahan-arahan mengenai pengajaran dan penyelidikan;
- (i) memberikan arahan am mengenai kemudahan pengajaran dan penyelidikan lain di Universiti;
- (j) membuat perakuan kepada Lembaga mengenai semua perkara lain yang tidak ditugaskan secara khusus kepada mana-mana Pihak Berkuasa, selain daripada Senat dan Lembaga.

Mesyuarat

6. (1) Senat hendaklah mengadakan mesyuarat pada tarikh, masa dan tempat seperti yang ditetapkan oleh Pengerusi dan mesyuarat hendaklah dipanggil oleh Setiausaha Senat.

(2) Dalam masa ketidakhadiran Pengerusi, seorang Timbalan Naib Canselor hendaklah mempengerusikan mesyuarat Senat.

(3) Kuorum Senat adalah satu pertiga daripada jumlah ahlinya, tidak termasuk ahli *ex-officio*.

(4) Senat boleh mengundang mana-mana orang, termasuk mana-mana pelajar, untuk menghadiri mesyuarat bagi memberi pandangan atau menasihati Senat tentang apa-apa perkara yang sedang dibincangkan tetapi orang atau pelajar itu tidak berhak mengundi.

Kuasa Mewakulkan

7. (1) Senat boleh mewakulkan mana-mana kewajipan, fungsi atau tanggungjawabnya kepada ahli-ahlinya atau suatu jawatankuasa yang terdiri daripada ahli-ahlinya.

(2) Walau apa pun subperenggan (1), Senat boleh, sekiranya ia berpendapat perlu, menyemak mana-mana keputusan yang dibuat oleh pihak yang kepadanya ia telah mewakulkan kuasa dan boleh mengesahkan, membatalkan, mengubah atau meminta pihak itu menimbangkan semula keputusan itu.

Pemansuhan

8. Statut Universiti Putra Malaysia (Senat) 1983 yang diwartakan melalui P.U.(A) 249/1983 pada 23 Jun 1983 dimansuhkan.

Dibuat 15hb Januari 2020

[Minit Mesyuarat JPU 692.07(e)]

[UPM/PPUU/100-1/1/2 (Senat)]



SULTAN SHARAFUDDIN IDRIS SHAH ALHAJ
IBNI ALMARHUM SULTAN SALAHUDDIN ABDUL AZIZ SHAH ALHAJ
Canselor
Universiti Putra Malaysia

UNIVERSITIES AND UNIVERSITY COLLEGES ACT 1971
THE CONSTITUTION OF THE UNIVERSITI PUTRA MALAYSIA
UNIVERSITI PUTRA MALAYSIA
(SENATE) STATUTE 2020

IN exercise of the powers conferred under subsection 35(1) of the Constitution of the Universiti Putra Malaysia [P.U.(A) 448/2010], the Chancellor makes the following Statute:

Citation

1. This Statute may be cited as the **Universiti Putra Malaysia (Senate) Statute 2020**.

Membership

2. (1) The Senate shall consist of-
 - (a) the Vice-Chancellor, who shall be Chairman;
 - (b) all Deputy Vice-Chancellors;
 - (c) all Deans of the Faculties and all Heads of the Campuses, Schools, Centres, Academies and Institutes of the University;
 - (d) not more than twenty full-time professors to be elected for a term of three years by all full-time professors and associate professors of the University; and
 - (e) not more than five persons from the University to be co-opted by the Vice-Chancellor for a term of three years.
- (2) Subject to sub-subparagraph 3(1)(d), the selection procedure and number of membership shall be determined by Senate.
- (3) The Registrar or his representative shall be the Secretary of the Senate.

(4) The Registrar, Bursar, Chief Librarian and Legal Adviser shall be ex-officio members but shall not be entitled to vote at the meetings of the Senate.

Term of Membership of the Selected Member and Co-Opted Member

3. (1) The term of membership of the selected member and the co-opted member shall be three years.

(2) A member selected to fill a vacancy of the selected member who ceases to be a member in accordance with paragraph 2 of the Schedule to the Constitution shall serve for the remainder of the term for which the earlier member was appointed.

(3) A member co-opted to fill a vacancy of the co-opted member who ceases to be a member in accordance with paragraph 2 of the Schedule to the Constitution shall serve for the remainder of the term for which the earlier member was co-opted.

Resignation and Revocation of Appointment

4. (1) The elected member or the co-opted member may resign by giving a notice in writing to the Chairman.

(2) A member of Senate shall cease to be a member if-

(a) he fails to attend three (3) consecutive meeting of the Senate result leave of the Chairman of the Senate;

(b) his appointment as Dean of Faculty or School, Head of Branch Campus, Centre, Academy or Institute is revoked or he resigns; or

(c) he is disqualified under paragraph 1 of the Schedule of the Constitution.

Functions and Powers of Senate

5. The Senate shall have the functions and powers under subsection 4(3) and subsection 22(6) of the Constitution, and include the following functions and powers-

- (a) to consider a proposal for a new Statute, or amendment to a Statute or revocation of a Statute in accordance with subsection 35(3) of the Constitution.
- (b) to consider a proposal for new Rules, or amendment to a Rules or revocation of a Rules, in accordance with section 37(2) of the Constitution.
- (c) to make regulations prescribing courses of study and syllabus of examinations;
- (d) to select internal and external examiners;
- (e) to issue instructions to examiners and to committee of examiners;
- (f) to approve the results of University examinations and the awards of degrees, diplomas, certificates and other academic distinctions in accordance with the Statutes, Rules and Regulations;
- (g) to award fellowships, scholarships, exhibitions, prizes and medals;
- (h) to issue direction pertaining to teaching and research;
- (i) to issue general direction pertaining to other teaching and research facilities of the University; and
- (j) the making of recommendations to the Board on all matters not specifically assigned to any Authority, other than the Senate and the Board.

Meetings

6. (1) The Senate shall convene its meetings on the date, at the time and place as determined by the Chairman and such meetings shall be summoned by the Secretary of the Senate.

(2) In the absence of the Chairman, a Deputy Vice-Chancellor shall preside the Senate meeting.

(3) The quorum for a meeting of the Senate shall be one-third of the members of the Senate, excluding the ex-officio member.

(4) The Senate may invite any person, including any student, to attend a meeting of the Senate to give views or to advise the Senate on any matter under discussion but that person or student shall not be entitled to vote.

Power to Delegate

7. (1) The Senate may delegate any of its duties, functions and responsibilities to its members or a committee consisting of its members.

(2) Notwithstanding subparagraph (1), the Senate may, if it thinks fit, review any decision made by any of its delegates and may confirm, revoke, vary or request such delegate to reconsider the decision.

Repeal

8. The Universiti Putra Malaysia (Senate) 1983 gazetted vide P.U. (A) 249/1983 on 23 June 1983 is repealed.

Made 15th January 2020
[Minutes of JPU Meeting 692.07(e)]
[UPM/PPUU/100-1/1/2 (Senate)]



x

SULTAN SHARAFUDDIN IDRIS SHAH ALHAJ
IBNI ALMARHUM SULTAN SALAHUDDIN ABDUL AZIZ SHAH ALHAJ
Chancellor
Universiti Putra Malaysia