

Rules for the Harassment Prevention Committee of Kyushu University

Kyushu University Rule No. 26 of 2021

Established: April 30, 2021

Last amended: March 29, 2024

(Kyushu University Rule No. 102 of 2023)

(Purpose)

Article 1 The Rules for the Harassment Prevention Committee of Kyushu University shall provide for the organization and proceedings in the meetings of and other necessary matters concerning the Harassment Prevention Committee, pursuant to the provisions of Article 7, paragraph (2) of the Regulations for the Education and Research Council of Kyushu University (Kyushu University Regulation No. 6 of 2004).

(Duties)

Article 2 (1) The Harassment Prevention Committee deliberates on the following matters:

- (i) matters concerning adjustment for the improvement of investigations and other necessary measures in relation to a grievance relevant to harassment (meaning harassment provided in Article 2, item (iii) of the National University Corporation Kyushu University Rules for Prevention of Harassment (hereinafter referred to as the “Harassment Prevention Rules”); the same applies hereinafter) (hereinafter referred to as a “grievance”);
- (ii) matters concerning planning and implementation of training and awareness-raising activities relevant to the prevention of harassment and other measures (meaning those provided in Article 2, item (v) of the Harassment Prevention Rules; the same applies hereinafter); and
- (iii) other matters concerning the prevention of harassment and other measures.

(Organization)

Article 3 (1) The Harassment Prevention Committee consists of the following members:

- (i) person(s) designated by the President from among Executive Vice Presidents, Senior Vice Presidents, and Vice Presidents;
- (ii) one person designated by the President from among the Dean of the Faculty of Humanities, the Dean of the Faculty of Human-Environment Studies, the Dean of the Faculty of Law, the Dean of the Faculty of Economics, the Dean of the Law School, the Dean of the School of Interdisciplinary Science and Innovation, the Dean of the School of Education, the Dean of the Faculty of Social and Cultural Studies, the Dean of the Faculty of Languages and Cultures, and the Director of the Faculty of Arts and Science;
- (iii) one person designated by the President from among the Dean of the Faculty of Science,

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the Dean of the Faculty of Mathematics, the Dean of the Faculty of Engineering, the Dean of the Faculty of Design, the Dean of the Faculty of Information Science and Electrical Engineering, the Dean of the Faculty of Engineering Sciences, the Dean of the Faculty of Agriculture, the Dean of the Graduate School of Systems Life Sciences and the Dean of the Graduate School of Integrated Frontier Sciences;

(iv) one person designated by the President from among the Dean of the Faculty of Medical Sciences, the Dean of the Faculty of Dental Science, the Dean of the Faculty of Pharmaceutical Sciences, and the Director of the Hospital;

(v) one person designated by the President from among the Director of the Medical Institute of Bioregulation, the Director of the Research Institute for Applied Mechanics, the Director of the Institute for Materials Chemistry and Engineering, the Director of the Institute of Mathematics for Industry, the Director of the International Institute for Carbon-Neutral Energy Research, the Director of the University Library, the Director of the Research and Development Center for Information Infrastructure, and the Chairperson of the Council of Research Centers;

(vi) the Secretary-General, the Director of the Human Resources Department and the Director of the Student Affairs Department and;

(vii) several other persons whom the President finds to be necessary (including those outside Kyushu University).

(2) The term of office of the committee members referred to in items (ii) through (v) of the preceding paragraph is two years; provided, however, that if a vacancy arises in the office of a committee member, the term of office of the successor is the remaining term of office of the predecessor.

(3) Committee members may be reappointed.

(4) Committee members are appointed by the President.

(5) The Harassment Prevention Committee has in place a chairperson, and an Executive Vice President designated by the Present from among the committee members referred to in paragraph (1), item (i) serves in this capacity.

(6) The chairperson presides over the Harassment Prevention Committee.

(7) The Harassment Prevention Committee shall have a vice chairperson, who shall be designated by the President from among the committee members.

(8) The vice chairperson assists the chairperson, and if the chairperson is unable to attend to their duties, the vice chairperson performs those duties in their place.

(Investigation Subcommittee)

Article 4 (1) In the cases set forth in the following items, the Harassment Prevention Committee establishes a Harassment Investigation Subcommittee (hereinafter referred to as the

“Investigation Subcommittee”) for each case:

- (i) if the Harassment Prevention Committee judges it to be necessary to conduct an investigation on a grievance; and
 - (ii) if the Harassment Prevention Committee judges it to be necessary to conduct an investigation or take other measures.
- (2) In order to clarify the facts of the relevant case, the Investigation Subcommittee hears the circumstances from the parties and related persons.
- (3) Upon the completion of the investigation, the Investigation Subcommittee reports the progress and results to the Harassment Prevention Committee promptly.

Article 5 (1) The Investigation Subcommittee consists of the following members:

- (i) several persons designated by the chairperson of the Harassment Prevention Committee from among the following:
 - (a) five persons selected from among professors, associate professors, and lecturers of the Faculty of Humanities, the Faculty of Social and Cultural Studies, the Faculty of Human-Environment Studies, the Faculty of Law, the Faculty of Economics, the Faculty of Languages and Cultures, the Faculty of Design, the Faculty of Arts and Science, and the Center for Designed Futures of Kyushu University;
 - (b) five persons selected from among professors, associate professors, and lecturers of the Faculty of Science, the Faculty of Mathematics, the Faculty of Engineering, the Faculty of Information Science and Electrical Engineering, the Faculty of Agriculture, the Institute of Mathematics for Industry, the Environmental Control Center for Experimental Biology, the Institute of Tropical Agriculture, the Central Institute of Radioisotope Science and Safety Management, the International Student Center, The Kyushu University Museum, the Research Center for Korean Studies, and the Research Institute for Information Technology;
 - (c) two persons selected from among professors, associate professors, and lecturers of the Faculty of Medical Sciences, the Faculty of Dental Science, the Faculty of Pharmaceutical Sciences, the Medical Institute of Bioregulation, and the Hospital;
 - (d) one person selected from among professors, associate professors, and lecturers of the Faculty of Engineering Sciences, the Research Institute for Applied Mechanics, the Institute for Materials Chemistry and Engineering, the Center of Advanced Instrumental Analysis, and the Global Innovation Center;
 - (e) the Director of the Human Resources Department and the Director of the Student Affairs Department;
 - (f) the Director of the Human Resources Division of the Human Resources Department and the Director of the Student Support Division of the Student Affairs Department; and

- (ii) other persons whom the Harassment Prevention Committee finds to be necessary (including those outside Kyushu University).
- (2) Efforts shall be made to ensure that at least one of the members of the Investigation Subcommittee set forth in item (i), (a) to (d) of the preceding paragraph is a female.
- (3) The term of office of the members of the Investigation Subcommittee set forth in item (i), (a) to (d) of the preceding paragraph who are not designated by the chairperson of the Harassment Prevention Committee is two years; provided, however, that if a vacancy arises in the office of a subcommittee member, the term of office of the successor is the remaining term of office of the predecessor.
- (4) Consideration must be given to ensure that females are included in the members of the Investigation Committee.
- (5) A subcommittee member may concurrently serve as a member of multiple Investigation Subcommittees.
- (6) The Investigation Subcommittee has in place a chairperson who is elected by members of the Investigation Subcommittee from among themselves.
- (7) The chairperson of the Investigation Subcommittee presides over the Investigation Subcommittee.
- (8) If the chairperson of the Investigation Subcommittee is unable to attend to their duties, the person designated by the chairperson of the Investigation Subcommittee in advance performs those duties in their place.

(Appeal)

- Article 6 (1) A person who has filed a grievance or a person against whom a grievance has been filed and who has received notification of the investigation results from the Harassment Prevention Committee may file an appeal in writing within 14 days from the date of receipt of said notification, if they have any objections to the results. However, even within the period during which an appeal may be filed, repeated appeals based on the same grounds shall not be permitted.
- (2) In the event that an appeal under the preceding paragraph is filed, the Harassment Prevention Committee shall establish the Harassment Appeal Review Board (hereinafter referred to as the “Appeal Review Board”) and deliberate on whether a reinvestigation is necessary for the case in question. The composition of the Appeal Review Board shall be separately determined by the Chairperson of the Harassment Prevention Committee.
 - (3) If the Appeal Review Board determines that a reinvestigation is necessary, the Harassment Prevention Committee shall establish the Harassment Reinvestigation Subcommittee (hereinafter referred to as the “Reinvestigation Subcommittee”), whose members shall be entirely different

from those of the original investigation, and shall conduct a reinvestigation, including interviews with the parties concerned and other relevant individuals. The composition of the Reinvestigation Subcommittee shall be governed by the provisions of Article 5, paragraphs (1) and (4) through (8), and other matters concerning the establishment of the Reinvestigation Subcommittee and notifications to the parties shall be separately determined by the Chairperson of the Harassment Prevention Committee.

(4) Upon completion of the reinvestigation, the Reinvestigation Subcommittee shall promptly report the process and results to the Harassment Prevention Committee.

(Investigation, etc. by a Division)

Article 7 (1) If the Harassment Prevention Committee judges that a response by a division is necessary in light of the content of a grievance and other matters, it may refer an investigation of the case and other measures to the supervisor of the related division.

(2) The supervisor of the related division who receives a referral from the Harassment Prevention Committee pursuant to the provisions of the preceding paragraph must immediately conduct an investigation of the case and other measures according to the content of the grievance, and report the results to the chairperson of the Harassment Prevention Committee.

(3) For the prevention of harassment and other purposes, the chairperson of the Harassment Prevention Committee shall request a response by a division and take other measures as necessary.

(Meetings)

Article 8 (1) The Harassment Prevention Committee may not hold meetings or make any decisions unless at least one-half of their members are present.

(2) A decision of the Harassment Prevention Committee is effected through the majority votes of their members who are present, and in the case of a tie in votes, the chairperson makes a decision.

(Attendance of Persons Other Than Members)

Article 9 (1) The Harassment Prevention Committee, the Investigation Subcommittee, the Appeal Review Board, and the Reinvestigation Subcommittee (hereinafter referred to as the “Harassment Prevention Committee, etc.”) may request that any person other than their members attend their meetings and hear the person’s opinions if they find this necessary.

(2) The subcommittee members provided in Article 5, paragraph (1), item (i), (a) to (f), and the subcommittee members provided in item (ii) of the same paragraph may participate in the Harassment Prevention Committee as observers.

(Administration of Affairs)

Article 10 Affairs relevant to the Harassment Prevention Committee, etc. and the Investigation Subcommittee are administered by the Human Resources Division of the Human Resources Department, with the cooperation from other divisions of the Administrative Bureau or the like.

(Miscellaneous Provisions)

Article 11 In addition to what is provided in these Rules, the necessary matters relevant to the administration, etc. of the Harassment Prevention Committee, etc. and the Investigation Subcommittee are provided by the relevant committees or subcommittee.

Supplementary Provisions

1. These Rules come into effect as of May 1, 2021.
2. Persons who, as of the time when these Rules come into effect, are selected as members of the Harassment Prevention Committee pursuant to the provisions of Article 4, paragraph (1), items (ii) to (v) of the Regulations for the Harassment Prevention Committee of Kyushu University (Kyushu University Regulation No. 23 of 2004) prior to the repeal by the Regulations for Repeal of the Regulations for the Harassment Prevention Committee of Kyushu University (Kyushu University Regulation No. 9 of 2021) (the Regulations prior to the repeal are hereinafter referred to as the “Former Regulations”), and appointed pursuant to the provisions of paragraph (5) of the same Article, are deemed to have been selected as the persons provided in Article 3, paragraph (1), items (ii) to (v) of these Rules and appointed pursuant to the provisions of paragraph (4) of the same Article or have been selected as the persons provided in Article 7, paragraph (1), item (i), (a) to (e) of these Rules, and their term of office is the period calculated by deducting the period during which they served as the committee members under the Former Regulations.
3. The term of office of persons who, for the first time after these Rules come into effect, are selected as the persons provided in Article 3, paragraph (1), items (ii) to (v) and appointed pursuant to the provisions of paragraph (4) of the same Article, and of persons who, for the first time after these Rules come into effect, are selected as the persons provided in Article 7, paragraph (1), item (i), (a) to (e), ends on March 31, 2023, notwithstanding the provisions of Article 3, paragraph (2) and Article 7, paragraph (3).

Supplementary Provisions (Kyushu University Rule No. 146 of 2021)

These Rules come into effect as of April 1, 2022.

Supplementary Provisions (Kyushu University Rule No. 90 of 2022)

These Rules come into effect as of April 1, 2023.

九州大学ハラスメント委員会規程

Supplementary Provisions (Kyushu University Rule No. 102 of 2023)

These Rules come into effect as of April 1, 2024.

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