

Executive Order No. 14/2006

By virtue of the power conferred by Item 4 of Article 50 of the Basic Law of the Macao Special Administrative Region, and in accordance with Item 2 of Article 4 of Decree Law No. 11/91/M of 4 February and Article 6 of Law No. 1/2006, the Chief Executive hereby issues this Executive Order.

Article 1 Objective

The attached Charter of the University of Macau is hereby approved and is an integral part of his Executive Order.

Article 2 Supervision

1. The University of Macau shall be subject to the supervision of the Chief Executive.
2. In the exercise of supervision , the Chief Executive shall be empowered:
 - 1) To appoint and remove members of the University Assembly;
 - 2) To appoint and remove the Chair, the Vice-Chairs, the Treasurer and other members of the University Council;
 - 3) To appoint and remove the Rector of the University of Macau;
 - 4) To approve the remuneration regime of the personnel of the University of Macau ;

- 5) To approve the annual budget, accounts and reports;
- 6) To order investigations as necessary;
- 7) To exercise all other powers stipulated in laws, regulations and the Charter of the University of Macau.

Article 3 Revocation

Order 470/99/M of 6 December is hereby revoked.

Article 4 Inception

This Executive Order shall come into effect from 1 September 2006.

19 April 2006.

Order hereby promulgated.

Chief Executive Ho Hau Wah

Annex

Charter of the University of Macau

CHAPTER I General Provisions

Article 1 Name and Nature

1. The University of Macau (hereinafter referred to as UM) shall be a public institution of higher education dedicated to teaching, research and promotion of culture, science and technology.
2. UM shall be a public juridical person possessing its own organs and property, and as a public institution of higher education, it shall be entitled to academic, disciplinary, administrative, financial and property autonomy.

Article 2 Main Site and Branch Campus

1. The main site of UM shall be located in the Macao Special Administrative Region (hereinafter referred to as the MSAR).
2. UM may establish, outside the MSAR, branch campus or other forms of representative office necessary for the realization of its aims.

Article 3 Principles

1. UM shall uphold the principles of academic freedom, equality, justice and fairness, and the spirit of autonomy and openness, as well as the right to information, education and culture.
2. UM shall dedicate itself to promoting communication and tolerance among different nationalities and cultures, shall respect learning, research and other expressions of culture, and encourage diversity in approach.

Article 4 Mission and Aims

1. UM shall undertake as its mission the advancement of scholarship and education in the realms of humanities, social sciences, science and technology, and culture.
2. To accomplish this mission, UM shall have the following aims:
 - 1) Providing higher education in accordance with the University Motto: *Ren* (Humanity), *Yi* (Integrity), *Li* (Propriety), *Zhi* (Wisdom), *Xin* (Sincerity);
 - 2) Promoting academic research;
 - 3) Disseminating knowledge;
 - 4) Promoting the advancement of culture, art, science and technology and the economic and social development of the MSAR;

- 5) Assuring the moral, civic, cultural and abilities fostering of independent, responsible, qualified, self-motivated and united citizens necessary for the development of the MSAR;
 - 6) Promoting cultural, recreational and sports activities;
 - 7) Contributing to the common protection of cultural heritage and environment;
 - 8) Promoting actions and events that enhance the prestige of UM;
 - 9) Promoting exchanges in culture, sports, science and technology with similar institutions inside and outside the MSAR;
 - 10) Contributing to international cultural exchange to enhance the role of the MSAR in promoting multi-cultural dialogue;
 - 11) Strengthening contact and cooperation among different nationalities within the ambit of academic activities, taking advantage of the unique historical background of the MSAR.
3. While developing teaching activities, UM shall reinforce cooperation with public and private entities inside and outside the MSAR, in order to diversify its scope of research.
 4. UM may establish or take part in for-profit or not-for-profit juridical persons or other organizations inside and outside the MSAR, whose activities are compatible with the aims and interests of UM.
 5. UM may provide paid or unpaid professional services to the community.

Article 5
Degrees, Titles, Diplomas and
Certificates

1. UM shall confer bacharelato, bachelor, master and doctoral degrees, and other titles, diplomas and certificates corresponding to the study programmes offered.
2. UM shall have the power to confer honorary doctorates and other honorary titles.

Article 6
Academic Autonomy

In the exercise of academic autonomy, UM shall be entitled to:

1. Autonomy in the formulation, planning and execution of research and other scientific and cultural activities;
2. Autonomy in the development of curriculum, syllabuses and teaching plans, ensuring diversity in concept, theory and methodology of teaching thus guaranteeing freedom in teaching and learning.

Article 7
Disciplinary Autonomy

UM shall be entitled to disciplinary autonomy with regard to its staff and students in accordance with the provisions of the Personnel Statutes of UM and other applicable legislations.

Article 8
Administrative, Financial and
Property Autonomy

1. UM shall be entitled to administrative, financial and property autonomy.
2. In respect of administrative autonomy, the authorities of UM shall in general be empowered to take administrative action; should such action trespass on a person's interest which should be protected under law, the aggrieved party can lodge a judicial appeal directly against the said action.
3. In respect of financial autonomy, UM shall have the capacity to transfer sums between different items and chapters of the budget approved by the Government, in accordance with criteria established by UM.
4. In respect of property autonomy, UM shall have its own property consisting of its assets, rights and obligations, and UM may also manage assets belonging to the MSAR that are given to UM in order to enable it to realize its aims.

Article 9
Support to Policies of the MSAR

The activities of UM shall conform to the policies of the MSAR on education, science and culture, and UM shall assist the MSAR in the formulation and development of these policies.

Article 10
Emblem, Academic Dress and Ceremonies

UM shall adopt its own emblem, academic dress and ceremonies.

CHAPTER II

Organization

SECTION I

General Provisions

Article 11

Organs

The organs of UM shall be:

- 1) The Chancellor;
- 2) The University Assembly;
- 3) The University Council;
- 4) The Rector;
- 5) The Senate;
- 6) The Finance Management Committee.

SECTION II

Chancellor

Article 12

Chancellor

The Chancellor of UM shall be the Chief Executive of the MSAR.

Article 13
Powers and Functions

The Chancellor shall have the following powers and functions:

- 1) To approve UM's emblem and publish it in the Official Bulletin of the MSAR;
- 2) To approve and award honorary degrees and other honorary titles;
- 3) To preside at all UM activities and ceremonies he/she attends.

SECTION III
University Assembly

Article 14
Definition and Composition

1. The University Assembly shall be a consultative organ of UM.
2. The University Assembly shall be composed of:
 - 1) The Chancellor, who shall be the Chair;
 - 2) Not less than twenty members appointed by the Chief Executive from the elites of the community , who shall serve a term of office to a maximum of three years and shall be eligible for re-appointment;

- 3) The Chair, the first Vice-Chair, the second Vice-Chair and the Treasurer of the University Council, whose terms of office shall coincide with their terms of office in the University Council;
 - 4) The Rector;
 - 5) The Vice Rectors;
 - 6) The President of the General Assembly of the University of Macau Alumni Association;
 - 7) The Chairperson of the General Assembly of the University of Macau Students' Union.
3. Members referred to in Sub-item 2) above may request resignation by writing to the Chief Executive.

Article 15 **Powers and Functions**

The University Assembly shall have the following powers and functions:

- 1) To receive the annual reports of UM and the Rector;
- 2) To discuss matters on the agenda presented by UM;
- 3) To advise on the general directions and development plans of UM;
- 4) To advise on overall academic plans;
- 5) To promote fund-raising activities for the development of UM;

- 6) To promote activities that will enhance UM's reputation in the community.

Article 16 Operation

1. The University Assembly shall hold a plenary meeting at least once in each academic year, which should be convened by the Chair through a notice containing the date and time of the meeting.
2. If the Chair of the University Assembly is not available, absent or incapacitated while the Assembly is in session, the Chair of the University Council, the first Vice-Chair, or the second Vice-Chair, shall, in this order of precedence, represent the Chair of the University Assembly to preside at the meeting.
3. The meeting procedure shall be defined by the University Assembly.
4. The secretary-general of the University Council shall serve as secretary to the University Assembly.

SECTION IV University Council

Subsection I Definition, Composition, Powers and Functions, and Operation

Article 17 Definition and Composition

1. The University Council shall be the highest collegiate organ of UM, responsible for formulating the direction of UM's development, supervising its implementation, and promoting relations between UM and the community.
2. The composition of the University Council shall be as follows:
 - 1) The Chair;
 - 2) The first Vice-Chair and the second Vice-Chair;
 - 3) The Treasurer;
 - 4) The Rector;
 - 5) The Vice Rectors;
 - 6) Two deans of faculties, from among all deans of faculties by rotation, whose terms of office shall correspond to their terms of office as deans but shall be limited to three years, the order of rotation to be decided among all deans collegially;
 - 7) Two Senate members, elected in a full session of the Senate, whose terms of service shall correspond to their terms of office in the Senate but limited to two years, and can be re-elected;
 - 8) The Representative of the Secretary for Social Affairs and Culture;
 - 9) The Director of the Tertiary Education Services Office;
 - 10) The Director of the Education and Youth Affairs Bureau;
 - 11) The Director of the Finance Services Bureau;

- 12) Fourteen to sixteen individuals with recognized achievements appointed by the Chief Executive from persons in the fields of science, economics, social affairs, education and culture, inside or outside the MSAR, who shall serve a term of office to a maximum of three years and shall be eligible for re-appointment;
 - 13) The President of the Executive Committee of the University of Macau Alumni Association;
 - 14) The Director General of the Board of Directors of the University of Macau Students' Union.
3. The Chair, the Vice-Chairs and the Treasurer shall be appointed by the Chief Executive from among those individuals pertaining to Sub-item 12) above; the remuneration of the Chair shall be determined by the Chief Executive.
 4. The secretary-general shall serve as secretary to the University Council; the secretary-general shall be appointed by the Chair of the University Council.
 5. When the Chair of the University Council is not available, absent, incapacitated, or the position falls vacant, the first Vice-Chair or the second Vice-Chair, shall, in this order of precedence, act on his/her behalf.
 6. In case the substitution cannot be secured as above, the University Council may elect an acting Chair from among the individuals pertaining to Sub-item 12) of Item 2.
 7. In case any of the members under Sub-items 8) to 11) and Sub-items 13) and 14) of Item 2 is absent, the entity or organ that he/she represents may appoint an acting member and should inform the

Chair of the University Council of the decision in writing.

8. The following committees are established under the University Council :
 - 1) Standing Committee;
 - 2) Honorary Degrees and Titles Committee;
 - 3) Fiscal Committee.

Article 18 Powers and Functions

1. The powers and functions of the University Council shall be:
 - 1) To approve the general directions and development plans of UM;
 - 2) To approve the annual and multiple-year working plans and financial plans of UM;
 - 3) To examine UM's budget proposal and submit it to the Chief Executive for approval;
 - 4) To examine the supplementary budget proposal of UM and submit it to the Chief Executive for approval;
 - 5) To approve alterations of the budget of UM and publish them in the Official Bulletin of MSAR;
 - 6) To approve the opening of bank accounts;
 - 7) To examine the management account of UM and submit it for the approval of the Chief Executive;

- 8) To examine the working report and financial report of UM and submit them for the approval of the Chief Executive;
- 9) To prepare the proposal for the revision of the Charter and the Personnel Statute of UM upon receiving advice from the Rector and the Senate, and submit it for the approval of the Chief Executive;
- 10) To prepare the proposal for the revision of the remuneration regime for UM personnel and submit it for the approval of the Chief Executive;
- 11) To approve and publish all regulations of UM;
- 12) To submit to the Chancellor proposals on the alteration of the emblem of UM;
- 13) To recommend to the Chancellor candidates for the award of honorary degrees and other honorary titles;
- 14) To recommend candidates for membership of the University Council;
- 15) To recruit and recommend candidates for the post of Rector;
- 16) To appoint and remove the Vice Rectors on the recommendation of the Rector;
- 17) To appoint and remove the deans of faculties on the recommendation of the Rector;
- 18) To approve, in light of the long-term developmental needs of UM and financial viability, the creation of new courses and programmes and publish their academic and

pedagogical structures and study plans in the Official Bulletin of MSAR;

- 19) To approve, in light of the long-term developmental needs of UM and financial viability, the establishment of new fundamental or independent academic units;
 - 20) To review and determine all fees and service charges of UM;
 - 21) To accept subsidies, donations, legacies and bequests to UM;
 - 22) To approve the leasing and other transactions of movable and immovable properties, as well as the sale and disposal of assets found to be dispensable or inadequate;
 - 23) To make decisions on appeals made to UM according to relevant regulations.
2. The University Council may delegate the powers and functions referred to in Sub-items 3) to 6) above to the Standing Committee.
 3. The University Council may delegate the powers and functions referred to in Sub-items 13) to 17) and 20) to 23) to its committees, the Chair of the University Council, the Treasurer, the Rector, or the Finance Management Committee.
 4. Delegation shall be made in writing; the University Council may give therewith directions and instructions with binding effect.
 5. The University Council shall be empowered to revoke a delegation and to nullify the action taken by a delegate under normal circumstances.

Article 19
Operation

1. The University Council shall hold at least two plenary meetings in each academic year, which should be convened by the Chair through a notice containing the date and time of the meeting.
2. The quorum for a meeting of the University Council shall be more than half the total number of members.
3. If a member has a personal interest in an issue to be discussed at a meeting, the member should immediately declare his/her interest at the beginning of the meeting; if the Chair deems it necessary, the interested party may be asked to retire when the issue is discussed.
4. According to this Charter, the University Council can determine the procedure of its meetings.
5. The member who is the Director General of the Board of Directors of the University of Macau Students' Union, shall not participate in discussions concerning the appointment, promotion and personnel matters of individual staff members, nor in discussions relating to individual students.

Subsection II
Standing Committee

Article 20
Composition

1. The composition of the Standing Committee shall be as follows:

- 1) The Chair of the University Council, who shall be the Chair;
 - 2) The two Vice-Chairs and the Treasurer of the University Council;
 - 3) The Rector;
 - 4) Two members of the University Council elected in a full session of the University Council from among its members who are neither staff nor student representatives of UM, who shall serve terms of office coinciding with their terms as members of the University Council, and shall be eligible for re-election.
2. The secretary-general of the University Council shall serve as secretary to the Standing Committee, who shall have no right to vote; secretariat support required shall be provided by administrative units.

Article 21
Powers and Functions

1. The main powers and functions of the Standing Committee shall be:
 - 1) To exercise the powers and functions delegated by the University Council when the University Council is not in session;
 - 2) To assist UM in the handling of extraordinary matters, at the request of the Rector;
 - 3) To handle matters relating to the University Council, at the request of three or more members of the University Council;

- 4) To assist in handling relevant matters at the request of other committees under the University Council;
 - 5) To maintain close contact with the Government and individuals of the community with regards to the development plans of UM;
 - 6) To recommend candidates for non ex-officio membership of other committees of the Council, for approval at a plenary session of the University Council;
 - 7) To review the Personnel Statute of UM, internal regulations and personnel policies.
2. The operation of the Standing Committee shall be defined by internal regulations.

**Subsection III
Honorary Degrees and Titles Committee**

**Article 22
Composition**

1. The composition of the Honorary Degrees and Titles Committee shall be as follows:
 - 1) The first Vice-Chair of the University Council, who shall be the Chair;
 - 2) The Chair of the University Council;
 - 3) The second Vice-Chair of the University Council;
 - 4) The Rector and the Vice Rector assisting in academic affairs;

- 5) The two members of the University Council under Sub-item 6) of Item 2 of Article 17;
 - 6) The two members of the University Council under Sub-item 7) of Item 2 of Article 17;
 - 7) One member of the University Council from among members under Sub-items 8) to 10) of Item 2 of Article 17, elected at a plenary session of the University Council for a term of office coinciding with the member's term as member of the University Council, and shall be eligible for re-election.
2. The Registrar shall serve as secretary to the Honorary Degrees and Titles Committee, who shall have no right to vote; secretariat support required shall be provided by the Academic Affairs Office.

Article 23
Powers and Functions

1. The powers and functions of the Honorary Degrees and Titles Committee shall be:
 - 1) To formulate the rules for conferring honorary degrees and honorary titles;
 - 2) To receive nominations of candidates for honorary degrees and honorary titles from the Senate or the University Council;
 - 3) To propose to the University Council candidates for the conferment of honorary degrees and honorary titles for approval by the Chancellor.
2. The operation of the Honorary Degrees and Titles Committee shall be defined by internal regulations.

**Subsection IV
Fiscal Committee**

**Article 24
Composition**

1. The composition of the Fiscal Committee shall be as follows :
 - 1) The Chair of the University Council, who shall be the Chair;
 - 2) The Treasurer of the University Council;
 - 3) The Director of Finance Services Bureau.
2. The secretary-general of the University Council shall serve as secretary to the Fiscal Committee, who shall have no right to vote; secretariat support required shall be provided by administrative units .

**Article 25
Powers and Functions**

1. The powers and functions of the Fiscal Committee shall be:
 - 1) To monitor the operation of UM and supervise compliance with applicable laws and regulations;
 - 2) To examine the accounts, monitor the execution of the budget and obtain information and data deemed necessary for monitoring the management;

- 3) To examine and audit account books, records and documents, as well as any kinds of objects of value when deemed necessary and appropriate;
 - 4) To advise on issues put to it by the University Council;
 - 5) To advise on the final accounts, the annual working report and financial report;
 - 6) To prepare an annual report of its activities and present it to the University Council.
2. The operation of the Fiscal Committee shall be defined by internal regulations.

**Subsection V
Interim Committees**

**Article 26
Interim Committees**

1. The University Council may set up committees of a temporary nature to handle specific matters.
2. The compositions, powers and functions, and operations of interim committees shall be defined by the University Council.

**Subsection VI
Office of the Chair of the University Council**

**Article 27
Nature**

1. The Office of the Chair of the University Council shall be a structure to provide technical support to the Chair in the exercise of his/her powers and functions.
2. The office referred to above shall be under the direct control of the Chair of the University Council.
3. The administrative units shall provide assistance necessary for the operation of the Office of the Chair of the University Council.

SECTION V Rector

Article 28 Appointment and Substitution

1. The Rector shall be recruited and recommended by the University Council for appointment by the Chief Executive.
2. The maximum term of appointment of the Rector shall be five years, which may be renewed.
3. In case the Rector is not available, absent, incapacitated, or the position falls vacant, the University Council may appoint an acting Rector from among the Vice Rectors.
4. The University Council may appoint one or more Vice Rectors to assist the Rector in the exercise of his/her functions.

Article 29 Powers and Functions

1. The Rector shall be the highest organ directing university and pedagogic affairs of UM, and shall be accountable to the University Council.
2. The powers and functions of the Rector shall be:
 - 1) To represent UM;
 - 2) To ensure the fulfilment of UM's missions and aims;
 - 3) To formulate general directions and development plans of UM and submit them for the approval of the University Council after receiving advice from the Senate and other organs of UM;
 - 4) To prepare the annual and multi-year working plans of UM and submit them for the approval of the University Council;
 - 5) To prepare working reports of UM and submit them for the consideration of the University Council;
 - 6) To preside at meetings of Senate and ensure the efficient implementation of their resolutions;
 - 7) To preside at meetings of the Finance Management Committee and ensure the efficient implementation of their resolutions;
 - 8) To supervise the operation of academic units, academic support units and administrative units, and ensure coordination among them;
 - 9) To present to the University Council proposals for the revisions of the Charter and the Personnel Statute of UM after receiving advice from the Senate and other organs of UM;

- 10) To formulate internal regulations of UM and submit them for consideration and approval of the University Council;
- 11) To formulate and approve diverse internal rules of UM, especially in accordance with the Personnel Statute of UM;
- 12) To advise the University Council on proposals regarding the emblem of UM;
- 13) To recommend to the University Council the appointment of Vice Rectors and deans of faculties;
- 14) To appoint and remove the heads of independent academic units, academic support units and administrative units;
- 15) To appoint and remove personnel of UM in accordance with the Personnel Statute of UM;
- 16) To make decisions on the recruitment, progression and promotion of personnel of UM in accordance with the Personnel Statute of UM;
- 17) To establish cooperation and exchange agreements with entities whose objectives are compatible with those of UM;
- 18) To exercise other powers and functions conferred by law or delegated by the University Council, and to advise the University Council on necessary changes and improvements of UM;
- 19) To make decisions on all matters relating to the normal operation of UM which have not been clearly delineated to pertain to the powers and functions of other organs.

3. The Rector may delegate part of his/her powers and functions to the Vice Rectors.
4. The Rector may also delegate part of his/her powers and functions to heads of academic units, heads of academic support units, heads of administrative units, or persons of equivalent rank, so that they can handle matters specific to their fields .
5. The Rector may engage in teaching and research work if the exercise of his/her powers and functions is not prejudiced.

Article 30
Vice Rectors

1. The Vice Rectors shall assist the Rector in the exercise of his/her functions.
2. The number of Vice Rectors, their functions and the procedure of their recruitment shall be defined by internal regulations.
3. The Vice Rectors shall be proposed by the Rector to the University Council for appointment by the University Council.
4. The maximum term of appointment of the Vice Rectors shall be five years, which may be renewed.
5. The post of Vice Rector may be filled by one or more persons, whose specific work shall be defined by the Rector; changes to defined work shall be reported to the University Council for record and shall be published.
6. In case the Vice Rector is not available, absent, incapacitated, or the position falls vacant, the

Rector may appoint an acting Vice Rector from among the heads of fundamental academic units and the heads of administrative units.

7. The Vice Rectors may delegate part of their powers and functions to heads of academic units, heads of academic support units, heads of administrative units, or persons of equivalent rank, so that they can handle matters specific to their fields.
8. The Vice Rectors may engage in teaching and research work if the exercise of his/her powers and functions is not prejudiced.

Article 31
University Affairs Coordination
Committee

1. The University Affairs Coordination Committee shall assist the Rector in the handling and coordination of university affairs.
2. The University Affairs Coordination Committee shall be responsible for ensuring the effective coordination of the administration of UM under the direction of the Rector.
3. The composition, powers and functions, and operation of the University Affairs Coordination Committee shall be defined by internal regulations.

Article 32
Secretariat of the Rector

The secretariat of the Rector shall be composed of specialists and professionals; besides assisting the Rector in the exercise of his/her functions, the

secretariat shall also provide professional services to the University Council.

Article 33
Concurrent Appointments and Incompatibilities

1. As full-time employees, the Rector and the Vice Rectors shall not engage in paid public or private work, either for others or as free-lance professionals.
2. The provisions above do not apply to services in the public interest authorized by the Chief Executive.

SECTION VI
Senate

Article 34
Definition

The Senate shall be the highest organ for academic affairs of UM and shall direct teaching and research activities ensuring high and rigorous academic standards.

Article 35
Composition

1. The Senate shall be composed of:
 - 1) The Rector, who shall be the Chair;
 - 2) The Vice Rectors, and the Vice Rector assisting in academic affairs shall be the Vice-Chair;
 - 3) The deans of faculties;

- 4) The heads of principal independent academic units;
 - 5) The Registrar and heads of other principal academic support units;
 - 6) The representatives of teaching staff of the faculties;
 - 7) The student representatives.
2. The Registrar shall serve as secretary to Senate.
 3. The specific composition of the Senate relating to membership under Sub-items 4) to 7) of Item 1 shall be defined by internal regulations.

Article 36
Powers and Functions

1. The main powers and functions of the Senate shall be:
 - 1) To propose to the University Council the general academic directions and mission of UM;
 - 2) To prepare the annual and multi-year teaching plans and submit them for the approval of the University Council;
 - 3) To approve the combination, modification or closure of fundamental academic units and independent academic units;
 - 4) To approve the creation, combination, modification or closure of teaching or research units within the academic units;

- 5) To approve the organization , revision and cancellation of programmes and courses offered by UM;
- 6) To propose to the University Council the creation of new programmes and courses, new fundamental academic units and new independent academic units;
- 7) To propose to the University Council the conferment of honorary degrees and other honorary titles;
- 8) To formulate and review the specific admission requirements to programmes and courses offered by UM, ensuring that academic units have appropriate and comparable admission standards;
- 9) To approve the membership of external examination committees proposed by academic units;
- 10) To approve the criteria for the assessment and graduation for undergraduate studies, and ensure that proposals from the academic units conform to the general academic standard of UM, and submit the proposals for the record of the University Council;
- 11) To approve the criteria of constitution and compositions of examination committees of Master and Doctor Degrees and other academic qualifications proposed by academic units, ensuring the consistency and rigor of the standard of higher degrees conferred by UM;
- 12) To establish the conditions necessary for offering doctoral study in various academic areas;

- 13) To promote the development of teaching, learning and research;
 - 14) To propose to the Chancellor measures contributing to the effective operation of the University Council;
 - 15) To give advice on proposals for revision of the Charter and the internal regulations of UM;
 - 16) To elect representatives to the University Council in accordance with Sub-item 7) of Item 2 of Article 17;
 - 17) To exercise disciplinary power on students of UM in accordance with the provisions of internal regulations;
 - 18) To decide on appeals against the suspension of studies of students;
 - 19) To examine and approve the lists of potential graduates and the conferment of academic degrees proposed by academic units;
 - 20) To exercise other powers and functions conferred by law or delegated by the University Council.
2. The creation, alteration, closure, and the requirements for admission and graduation of external non-degree programmes referred to above may be approved by units having relevant powers and functions according to stipulated conditions.
 3. The Senate may delegate part of its powers and functions to its subordinate committees.
 4. The composition, powers and functions, and operation of the subordinate committees of the Senate shall be defined by internal regulations.

**Article 37
Operation**

The operation of the Senate shall be defined by internal regulations.

**SECTION VII
Finance Management Committee**

**Article 38
Definition and Composition**

1. The Finance Management Committee shall be the executive organ for the financial affairs of UM.
2. The Finance Management Committee shall be composed of:
 - 1) The Rector, who shall be the Chair;
 - 2) The Vice Rectors.
3. The Director of the Finance Office shall serve as secretary to the Finance Management Committee, who shall not have the right to vote.

**Article 39
Powers and Functions**

The Finance Management Committee shall be responsible for the management of the finance and property of UM, whose main powers and functions shall be as follows:

- 1) To establish and maintain accounts control systems which provide timely reflections of the precise and complete financial and property situation of UM;
- 2) To prepare the annual and multi-year financial plans of UM and submit them for the consideration and approval of the University Council;
- 3) To prepare the budget and supplementary budget of UM and submit them for the consideration of the University Council;
- 4) To prepare proposals for the alteration of the budget of UM and submit them for the approval of the University Council;
- 5) To prepare financial reports and management accounts and submit them for the consideration of the University Council;
- 6) To request the Finance Services Bureau to transfer the funds allocated in the budget of the MSAR;
- 7) To collect the incomes due to UM; withdraw and deposit them in banks authorized for public treasury functions;
- 8) To approve expenses in accordance with applicable legal provisions;
- 9) To approve the use of the facilities and equipment of UM on paid or unpaid basis;
- 10) To sign agreements relating to finance, sales and lease, in accordance with its powers and functions and law;
- 11) To accept subsidies, donations, legacies and bequests to UM, in accordance with the

powers and functions delegated by the University Council and law;

- 12) To authorize the leasing and other transactions of movable and immovable properties, as well as the sale and disposal of assets found to be dispensable or inadequate in accordance with the powers and functions delegated by the University Council and law;
- 13) To manage the properties of UM and supervise their use and maintenance, and to maintain and update constantly the inventory and record of movable and immovable properties;
- 14) To verify periodically the cash in hand and in bank and audit the accounts and treasury records and expenses.

Article 40 Operation

1. The Finance Management Committee shall meet once each week in ordinary session and resolutions must be passed by a majority vote in the presence of all members or their acting representatives; in case of an equal number of votes, the Chair shall have a casting vote; when necessary, extraordinary sessions may be held .
2. The Finance Management Committee may, on the advice of the University Council, delegate part of its powers and functions to one or more members, to heads of academic units, heads academic support units, heads of administrative units, or persons of equivalent rank.
3. The heads of academic units, heads of academic support units, heads of administrative units, or other

members of UM organs or office bearers may be invited to attend the meetings of the Finance Management Committee, but without the right to vote.

CHAPTER III
Academic Units, Academic
Support Units and Administrative Units

Article 41
Academic Units

1. The faculties shall be the fundamental academic units of UM, and shall be directed by the respective deans.
2. Every faculty shall have an academic council.
3. Besides fundamental academic units, UM may create independent academic units as necessitated by development.
4. The creation of academic units shall be proposed by Senate for decision by the University Council.
5. The creation, modification and closure of teaching and research units within academic units shall be proposed by the respective academic unit for approval by Senate.
6. The academic units shall uphold the principle of academic freedom in research and teaching.
7. Every fundamental academic unit and every independent academic unit shall be directed by a dean and a head of independent academic unit respectively.

8. The designation, composition, powers and functions, and operation of academic units and academic councils shall be defined by internal regulations.

Article 42
Academic Support Units

1. When necessary, UM may create academic support units and subunits thereof.
2. The academic support units and their subunits shall be created principally to manage the organization of the learning process at UM, to meet teaching, research and learning needs in data collection, information dissemination, and education technology on campus, and to provide assistance to academic exchange, academic publishing and student activities.
3. Each academic support unit shall be directed by a head of unit.
4. Each subunit of an academic support unit shall be directed by a head of subunit.
5. The designation, composition, powers and functions and operation of the academic support units and their subunits referred to in Item 1 shall be defined by internal regulations.

Article 43
Administrative Units

1. When necessary, UM may create administrative units and subunits thereof at the equivalent level of department and division respectively.

2. The administrative units and their subunits shall be responsible for providing administrative support to teaching and research activities at UM, particularly in the management of human resources, finance, property and campus facilities, and shall provide the support necessary for the development of UM.
3. Each administrative unit shall be directed by a head of unit.
4. Each subunit of an administrative unit shall be directed by a head of subunit.
5. The designation, composition, powers and functions and operation of administrative units and their subunits referred to in Item 1 shall be defined by internal regulations.

CHAPTER IV

Personnel

Article 44

Personnel Regime

1. All personnel of UM shall be subject to the private labour law of the MSAR and the Personnel Statute of UM.
2. The Personnel Statute of UM shall establish the legal regime of the labour relations between UM and its personnel and the said Statute shall apply upon approval by Dispatch of the Chief Executive.
3. The Personnel Statute of UM and their revisions, as well as internal regulations which are supplementary and have external effects, should be published in the Official Bulletin of the MSAR.

4. All employment contracts between UM and its personnel shall be set out in writing and signed by the Rector on behalf of UM, but the contracts of the Rector and Vice Rectors shall be signed by the Chief Executive and the Chair of the University Council respectively.

CHAPTER V

Finance and Property Management

Article 45

Instruments for Management

The management of the finance and property of UM shall adhere to strict management principles and shall adopt the following instruments:

- 1) Annual and multi-year working plans and financial plans;
- 2) Annual budget;
- 3) Final accounts and annual financial reports.

Article 46

Budget

1. UM's budget shall be published in the Official Bulletin of the MSAR through Dispatch of the Chief Executive.
2. The transfer of the allocated sums of UM shall depend, exclusively, on the approval of the University Council.

Article 47
Global Sum

1. The Chair of the University Council shall inform the Rector annually of the global sum to be allocated in the University's budget to cover the expenses of the Office of the Chair of the University Council.
2. The global sum referred to above may be used only after it has been distributed to appropriate heads according to an economic classification.

Article 48
Incomes

The incomes of UM shall be:

- 1) Funds allocated by the Government;
- 2) Incomes from own assets or assets from which it is entitled to profits;
- 3) Incomes from tuition fees;
- 4) Incomes derived from the provision of services and the sale of publications;
- 5) Grants, subsidies, sharing, donations, legacies and bequests ;
- 6) Incomes from the sale of immovable and other assets;
- 7) Interests from bank deposits;
- 8) Surpluses accumulated from previous years;
- 9) Fees, service charges and fines;

- 10) Other incomes from activities or resulting from law, contracts or judicial decisions.

Article 49 Expenses

The expenses of UM shall be:

- 1) The expenses inherent in the operation of UM, especially personnel expenses, purchase of properties and services, transfer, and other current and capital expenditures ;
- 2) Other expenses resulting from the exercise of powers and functions acquired and to be acquired;
- 3) Other expenses as stipulated by law.

Article 50 Spending

1. With regard to spending, the Finance Management Committee has the powers and functions conferred by law to the administrative committees of autonomous institutions and foundations, as well as those delegated by Dispatch of the Chief Executive.
2. For spending the global sum referred to in Article 47, the Finance Management Committee shall delegate the relevant powers and functions to the Chair of the University Council.
3. For the above to take effect, UM shall classify current management acts by internal regulations.

Article 51
Properties

The properties of UM shall consist of all assets, rights and obligations received or acquired in the exercise of its power and performing of its duties; UM may also manage assets belonging to the MSAR that are given to UM to enable it to realize its aims.

Article 52
Special Regime

With reference to the financial and property autonomy conferred by Item 4 of Article 7 of Law No.1/2006, the provisions of this Charter constitute a special regime in relation to the financial regime of autonomous institutions and foundations.

CHAPTER VI
Final Provisions

Article 53
Regulations

1. UM shall formulate and approve its internal regulations and rules in accordance with the provisions of this Charter and other applicable legislations.
2. The internal regulations necessary for supplementing this Charter shall be formulated by the Rector and be submitted for approval by the University Council.
3. The internal rules necessary for the execution of internal regulations shall be approved by the Rector

and submitted for the record of the University Council.

4. The internal regulations and internal rules shall come into effect as from the day following their promulgation except where otherwise stipulated.

Article 54 Publication of Regulations

1. The regulations referred to in previous article shall be approved by resolution at a plenary session of the University Council, and regulations with external effect shall be published in the Official Bulletin of the MSAR.
2. Within 90 days from the effective date of this Charter, the University Council shall publish the following regulations:
 - 1) Regulations concerning the organizational structure of UM;
 - 2) Regulations concerning student discipline;
 - 3) Regulations concerning the operation of programmes and courses offered by UM, student application, registration and academic record, in accordance with the provisions of the Higher Education Regime;
 - 4) Regulations concerning the transfer of students between institutions, transfer of credits and course exemptions, in accordance with the provisions of the Higher Education Regime;
 - 5) Regulations concerning congregation;

- 6) Regulations concerning the degrees conferred by UM.

Article 55
Use of Name and Emblem of UM

1. UM shall have the exclusive right to the use of its name and emblem;
2. Without written authorization from UM, no organization, association, commercial establishment or individual may:
 - 1) Claim or purport to be UM or its branch, or to be related to UM in any way, so as to mislead others into believing its identity;
 - 2) Use the name or emblem of “University of Macau” or any name or emblem resembling “University of Macau” so as to mislead others into believing its identity, or to cause others to mistake it to be a branch of UM or related to UM in any way.
3. Anyone violating the above provisions shall be liable to disciplinary and administrative responsibility, without prejudice to possible civil and criminal liabilities.

Article 56
Representation in Court

The person who represents UM in court shall be the Rector or his/her designated representative.