	EPOKA UNIVERSITY				
	DIRECTIVE “ON THE YUNUS CENTER FOR SOCIAL BUSINESS AND SUSTAINABILITY”				
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Purpose

Article 1 - The aim of this Directive is the definition of the purpose, activity, managing authorities and governing bodies and their tasks as well as the basic methods of work of the Yunus Center for Social Business and Sustainability.

Scope

Article 2 - This Directive includes provisions on the activity as well as the powers and methods of work of the managing authorities and governing bodies of the Yunus Center for Social Business and Sustainability.

Legal Basis

Article 3 - This Directive is based on the Statute of EPOKA University.

Definitions

Article 4 – In this Directive the following abbreviations mean:

University:	EPOKA University;
YC:	Yunus Centre in Dhaka, Bangladesh;
Rector:	Rector of EPOKA University;
Center:	Yunus Center for Social Business and Sustainability;
YCSBS:	Yunus Center for Social Business and Sustainability;
Director:	Director of the Center;
AC:	Advisory Committee of the YCSBS;
AB:	Administrative Board of the YCSBS.

Mission

Article 5 – The mission of the Center is as follows:


Building Social Business awareness to address pressing economic, social and environmental challenges through interdisciplinary research, knowledge-sharing and mentoring services.

Managing authorities and governing bodies of the Center

Article 6 – The managing authorities and governing bodies of the Center are as follows:

- a) Director of the YCSBS;
- b) Advisory Committee of the YCSBS;
- c) Administrative Board of the YCSBS.

Drafting Unit	Controlling Unit	Approving Unit
YCSBS	Institutional and Legal Affairs Office	Academic Senate

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Director

Article 7 - The Director should be a member of the full-time academic staff at EPOKA University and is appointed by the Administrative Board of the University based on the proposal of the Rectorate for a period of four years with the right to reappointment. With the proposal of the Director and the Rector's approval one of the members of the AB may be appointed as the Vice-Director. If the Director is not present to exercise the duty, he delegates the duties to the Vice-Director. If the Director's office becomes vacant, a new Director is appointed.

Duties of the Director

Article 8 – The duties of the Director are as follows:

- a) ensures the implementation of the decisions of the Administrative Board;
- b) acts as a representative of the Center, and leads the academic activities and administrative affairs of the Center;
- c) prepares the work and meeting schedules of the Center as well as its activity report; present the reports to the Rector, the Advisory Committee and the Administrative Board;
- d) seeks to ensure the implementation of the mission of YCSBS.

Advisory Committee

Article 9–The Advisory Committee is composed of five members:

- I. The Rector of EPOKA University;
- II. A representative from the YC;
- III. The Director of the YCSBS;
- IV. A representative from the social business community;
- V. A graduate student or alumni of EPOKA University.


All decisions of the Advisory Committee are taken by simple majority subject to the non-use of a negative vote by the Rector of EPOKA University and the representative of the YC.

Duties of the Advisory Committee

Article 10– The duties of the Advisory Committee are as follows:

- a) to promote and support the YCSBS in fulfilling its mission;
- b) to meet annually and review the activity and financial reports of the YCSBS;
- c) to advise the Director on the strategy of the YCSBS.

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Administrative Board

Article 11–The Administrative Board consists of the Director of the YCSBS and four other academic staff members from EPOKA University. AB members are appointed by the Rector based on the proposal by the Director of the YCSBS for a period of three years with the right to re-appointment. AB members should represent at least three different base units at EPOKA University.

Duties of the Administrative Board

Article 12– The duties of the Administrative Board are as follows:

- a) to determine the Center’s principles and work organization;
- b) to periodically propose updates to the Directive and strategic plan as needed;
- c) to implement the strategic plan;
- d) to prepare an annual activity plan and report;
- e) to prepare and coordinate the external auditing of the annual financial report;
- f) to establish ad-hoc groups of the YCSBS to fulfill the mission and strategic plan of the YCSBS;
- g) to propose the replacement of members of the AC and AB to the Rector.

Financing

Article 13-The financial management of the Center is carried out under the overall responsibility of the Rector.

The income incurred by the projects and publications of the Center will be distributed between the Center and EPOKA University.

The ratio for the distribution is done according to the University Working Capital principles.

Entry into Force

Article 14 -This Directive shall enter into force on the day of publication.

Implementation

Article 15 –The Rector of EPOKA University ensures the implementation of this Directive and future updates.

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