

DAU 1-5 Board of Trustees Policy

| Policy Code | Policy Name | | |
|-----------------------|--------------------------|--------------------|--|
| DAU 1-5 | Board of Trustees Policy | | |
| Responsible Executive | Current Revision Date | Next Revision Date | |
| Board of Trustees | 10/2023 | 10/2027 | |

1. Purpose of Policy

The purpose of this policy is to define the responsibilities of the Board of Trustees at DAU in addition to the controls for forming the Board and its meetings.

2. Policy Scope

DAU Top Management Level.

3. Policy Statement

Board of Trustees oversees DAU's academic, administrative, financial, and technical activities.

Composition of the Board

- The Board of Trustees is appointed by the Minister of Education for three years, subject to renewal, and is composed of the following:
 - Four non-university employees to be nominated by the owner with expertise in the financial, investment, and regulatory fields.
 - Three non-university employees to be nominated by the owner with experience, competence, and specialization in higher education.
 - The University's president.
 - A representative of the General Secretariat of the Council of Universities' Affairs.
- A Chairman and Vice-Chairman shall be selected from among the Board of Trustees members who are not listed in (c) and (d) above, and the Chairman shall be accountable to the Minister of Education.
- Owners may not constitute more than one-third of the Board of Trustees members.
- The members of the Board of Trustees may be increased with the approval of the Minister of Education.
- If the position of any member of the Board of Trustees becomes vacant, a replacement shall be appointed for the remaining term with the approval of the Minister of Education.
- The Ministry of Education may extend the Board of trustees' term for a period not to exceed one year.

Board of Trustees Secretariat

In coordination with the University President, the Board of Trustees shall select a DAU employee to be a board secretary. The Secretary is not allowed to vote and is not counted as part of the attendance quorum on the Board of Trustees.

Meetings of the Board of Trustees

- During the academic year, the University's Board of Trustees meets at least once every four months.
- The Board President may call a meeting of the Council as needed.
- Meetings of the Council are not valid unless two-thirds of its members are present, including the Chairman of the Council or his deputy and a representative of the General Secretariat or someone on his behalf.
- Among the present members, decisions are made with a majority vote, and the side with which the meeting Chairman voted prevails in a tie.

Duties and Authorities of the Board of Trustees:

- Approval of the university development plans.
- Nominating and appointing the university president, vice presidents, deans of colleges, and heads of supporting departments. It plays a crucial role in selecting and appointing qualified individuals to key leadership positions within the university.
- Approving the regulations and internal rules governing financial, administrative, and academic affairs.
- Approving regulations and internal rules governing financial, administrative, and academic affairs at DAU.
- Approving rules and guidelines for academic and consultancy services offered by the university.
- Setting academic, financial, and administrative policies in DAU.
- Formulating and approving the university's academic, financial, and administrative policies.
- Approving rules and regulations related to scientific research, innovation, authorship, translation, and publication.
- Approving policies related to investments, endowments, and accepting donations, grants, and gifts, ensuring that they align with the university's objectives and comply with relevant regulations.
- Recommendation to approve the academic programs for the degrees offered by the university and submit them to the General Secretariat.
- Approving financial fees for the university's academic programs.
- Approving to form the Scientific Council.
- Recommendation the establishment of colleges, institutes, scientific departments, and research centers, or their merger, cancellation, or modification of their names, and submit them to the General Secretariat.
- Approving the establishment of scientific chairs.
- Approving to form advisory councils with determination of their competencies, rules, roles and responsibilities.
- Approving both scientific and technical co-operation agreements and memoranda of understanding.
- Approving of the social responsibility plan.
- Appointment of external auditors for the university's financial accounts.
- Approving the university's annual report and providing a copy to the owner and the General Secretariat.
- Approving the university's final accounts and submission it to the owner.
- Recommendation to approve the university's annual budget and submit it to the owner.
- Studying what is referred to it by the president or proposed by any of its members.

The Board of Trustees can delegate some of its powers to the president and form permanent and temporary committees from its members or others.

4. Related Policies/ Documents/ Forms

DAU 1-2 DAU Mission Development, Approval and Review Policy

5. Document History

| Version | Date | Updated Information/Summary of changes |
|---------|---------|--|
| 1 | 10/2023 | 1 st issue of the policy |