

**CHARTER OF THE** **INDONESIA-MALAYSIA-THAILAND GROWTH-TRIANGLE**

**UNIVERSITY NETWORK**

**PREAMBLE**

The Indonesia-Malaysia-Thailand Growth Triangle (IMT-GT) is a sub-regional cooperation initiative formed in 1993 by the governments of Indonesia, Malaysia, and Thailand to accelerate economic transformation in less developed areas. Since its formation, IMT-GT has grown in geographic scope and activities to encompass more than 81 million people. It is now composed of 14 provinces in southern Thailand, 8 states of Peninsular Malaysia, and the 10 provinces of Sumatra in Indonesia.

The Centre of IMT-GT Sub -regional Cooperation (CIMT) was established in August 2007 as the central secretariat of the Indonesia-Malaysia-Thailand cooperation and located in Putrajaya, Malaysia. CIMT was accorded the status of an International Organisation in June 2013 following the signing of the CIMT Establishment Agreement at the 7th IMT-GT Summit in April 2013.

One of the key growth strategies underlined by IMT-GT in enhancing economic and social development in the IMT-GT subregion is by establishing a strong collaboration within universities in the IMT-GT sub-region. It is believed that higher education can generate broader economic growth as well as individual success. IMT-GT has established the IMT-GT University Network (IMT-GT UNINET) for this reason.

IMT-GT recognises the vital role that IMT-GT UNINET can play in developing people-to-people connectivity and exchange opportunities within the subregion. IMT-GT believes that people-to-people connectivity is an important element of mutual recognition and inclusive economic and social development in the subregion and that UNINET is well positioned to show leadership in this area.

IMT-GT also believes that IMT-GT UNINET can play a vital role in generating innovative applied research solutions and understanding that are capable of supporting the commercial and practical needs of the private sector, governments and other IMT-GT stakeholders in the subregion.

This IMT-GT UNINET Charter shall serve as the governing document that establishes the regulatory framework for the structure, governance and operation of the IMT-GT UNINET. The IMT-GT Charter shall take precedence over all other agreements that seek to establish the manner in which IMT-GT UNINET is structured, governed and operates.

**ARTICLE 1**

**FORMATION OF THE IMT-GT UNINET**

There shall be established the Indonesia-Malaysia-Thailand Growth Triangle University Network (IMT-GT UNINET) to be composed of the universities in the IMT-GT subregion, which shall be known as the Founder Member Universities, Full Member Universities or Member universities depending upon when a university joined IMT-GT UNINET or at what stage the university is at in its application to join UNINET.

**ARTICLE 2**

**UNINET STRATEGIC ACTION PLAN**

Working together with CIMT, the IMT-GT UNINET Council shall prepare an IMT-GT UNINET 5-Year Strategic Action Plan (5 -Year USAP) that will establish the clear strategic direction for IMT-GT UNINET by providing a stated Vision together with supporting Goals, Objectives, Strategies and Projects for a given 5-Year period. The first 5-Year USAP under this IMT-GT UNINET Charter shall be the USAP 2017-2021.

The IMT-GT UNINET Council shall ensure that regular results-based monitoring of the prevailing 5-Year Strategic Action Plan is undertaken together with CIMT to ensure that the desired outputs, outcomes and impact are being generated by the 5-Year USAP. Where the desired results are not being achieved the IMT-GT UNINET Council together with CIMT shall make appropriate changes to the prevailing 5-Year USAP to ensure that it remains effective and relevant in achieving the desired outputs, outcomes and impacts.

**ARTICLE 3**

**UNINET VISION**

The Vision of IMT-GT UNINET is:

An IMT-GT subregion where people-to-people connectivity is celebrated and being successfully pursued towards building a knowledge-based community for the benefit of all stakeholders

**ARTICLE 4**

**UNINET GOALS**

The Goals of IMT-GT UNINET are:

1. Sustainable Economic Transformation
2. Inclusive Social Transformation
3. Innovative Applied Research
4. Solutions for Sustainable Communities

**ARTICLE 5**

**THE STRATEGIC ROLE OF IMT-GT UNINET IN IMT-GT**

 Subject to any revision by IMT-GT, the IMT-GT UNINET shall be located within the IMT-GT institutional structure in the Human Resource Development, Education and Culture Strategic Pillar. The UNINET Council will ensure that IMT-GT UNINET plays its full role in supporting IMT-GT achieve its strategic goals and vision for the IMT-GT subregion.

**ARTICLE 6**

**STRUCTURE OF THE IMT-GT UNINET**

The IMT-GT UNINET shall be composed of a Council, Technical Committee, Member Universities, a Secretariat and National Coordinators.

**ARTICLE 7**

**FUNCTIONS OF THE COUNCIL**

The IMT-GT UNINET Council shall have the following functions:

1. Maintain a close working relationship with CIMT to ensure that IMT-GT UNINET is serving to the full its strategic role within IMT-GT’s own strategic framework and to provide the reports and information requested by CIMT and IMT-GT leaders.
2. Provide clear delegated authority to the Technical Committee to undertake its functions on an operational basis to provide effective management of IMT-GT UNINET and attainment of its vision and goals.
3. Prepare the 5-Year USAP that will establish the strategic direction of UNINET’s operation for a given 5-Year period.
4. Ensure that an effective Results-Based Monitoring and Evaluation System is established and implemented to assess the effectiveness of the prevailing 5-Year USAP in achieving the desired outputs, outcomes and impact as directed by the IMT-GT UNINET objectives, goals and vision.
5. Formulate policies for the operation of UNINET that will support the successful implementation of the prevailing 5-Year USAP.
6. Ensure that a robust Finance and Accounting System is established for IMT-GT and that Financial Management Reports are prepared by the Secretariat on a regular basis.
7. Ensure that an effective Project Management System is established and modelled on the IMT-GT Project Manual.
8. Identify, design, approve and implement catalytic projects that are scalable, replicable and sustainable and that chosen for their capacity to achieve the desired outcomes envisioned in the prevailing 5-Year USAP.
9. Prepare and approve annual budget allocations, work programmes and activity implementation in the normal operation of IMT-GT UNINET as guided by the UNINET Charter and prevailing 5-Year USAP.
10. Prepare a Sustainable Funding Strategy that mobilises sufficient resources to finance the operation of IMT-GT UNINET and seeks to support the financing requirements of IMT-GT UNINET Projects and Strategic Activities.
11. Establish a Communications Strategy that enables IMT-GT UNINET to engage effectively with its stakeholder network using all available communication channels and targeted messaging for individual stakeholder groups.
12. Appoint the Executive Director and staff that shall form the Secretariat.
13. Appoint the National Coordinators for each country.
14. Report annually to the IMT-GT Ministerial Meeting, Senior Officials and respective authorities, member universities, and the public.
15. Perform such other functions that may be necessary to accomplish the strategic objectives of the IMT-GT UNINET or as directed by IMT-GT through CIMT.
16. After a period of two years from the signing of the IMT-GT UNINET Charter, approve the application of new university memberships that will be classed as Full Member Universities or Member Universities as distinguished from the original Founder Member Universities that are signatories to the IMT-GT UNINET Charter.

**ARTICLE 8**

**COUNCIL MEETING NOTICES, QUORUM AND VOTING**

A Council Meeting shall be deemed to be properly convened and constituted if 14 days’ notice has been provided to Founder Member Universities, Full Member Universities and Member Universities for the holding of the meeting and a quorum of seventy five per cent of the total membership is present and a Chairman elected for the meeting.

 A simple proxy letter can be submitted by the head of an institution appointing an alternative to attend a Council Meeting in his/her place at any time before and including the date of the Council meeting.

 A simple majority agreement of Council Members shall be sufficient to pass a resolution at a Council Meeting except where the resolution relates to the amendment of the IMT-GT UNINET Charter which shall require the agreement of seventy five per cent of the Council Members attending the meeting to pass the resolution.

**ARTICLE 9**

**QUALIFICATIONS AND TERM OF THE COUNCIL**

The Council shall be composed of one representative from each Founder Member University, as designated by their signing this IMT-GT UNINET Charter and Full Member Universities as and when they have completed a 1 Year trial period and their application for full membership is approved by the Council and Members who are undertaking their 1 Year trial period with UNINET. CIMT shall also be a member of the Council.

A representative from the governments of Indonesia, Malaysia and Thailand and the Executive Director of the IMT-GT UNINET shall join the Council as ex-officio members to provide a coordinating and supporting role. The representative of each Founder Member University, Full Member University, Member University and CIMT shall be the head of each institution or the designated alternative member.

The Council shall meet at least twice a year.

**ARTICLE 10**

**IMT-GT UNINET MEMBERSHIP CLASSES**

 There shall be three classes of IMT-GT UNINET membership as follows:

1. Founder Member University

Founder Member University status will be accorded to each university that is a signatory to this IMT-GT UNINET Charter.

Founder Member Universities will be the only class of membership to exist for the first two years following the signing of the IMT-GT UNINET. They will enjoy the following special privileges:

1. The authority to approve the application of new university members after the initial two year period.
2. Preferential Membership Fees for the second two year period as determined by the IMT-GT UNINET Council after which Founder University Members shall pay the Standard Membership Fee.
3. Full Member University

The Full Member University class shall only become open for application by universities following the completion of the first two year period following the signing of the IMT-GT UNINET Charter. Full Member status will only be conferred on a university after it has served a 1 Year trail period working with UNINET to demonstrate its commitment.

Full Member Universities shall pay the Standard Membership Fee as determined by the IMT-GT UNINET Council.

1. Member University

The Member University class shall be accorded to universities that are undertaking their 1 Year trial period with UNINET before being conferred as Full Members by the IMT-GT UNINET Council.

Member Universities shall pay the Standard Membership Fee as determined by the IMT-GT UNINET Council.

**ARTICLE 11**

**ROLE OF THE FOUNDER MEMBER UNIVERSITIES, FULL MEMBER UNIVERSITIES AND MEMBER UNIVERSITIES**

The Founder Member Universities, Full Member Universities and Member Universities shall serve on the UNINET Council and implement the programmes and activities of the IMT-GT UNINET in accordance with the functions of the UNINET Council.

**ARTICLE 12**

**FUNCTIONS OF THE TECHNICAL COMMITTEE**

The Technical Committee shall perform the delegated functions of the IMT-GT UNINET Council. It is intended that the Technical Committee shall focus on the more detailed operational implementation of the USAP and shall therefore meet more regularly than the INT-GT UNINET Council.

**ARTICLE 13**

**TECHNICAL COMMITTEE MEETING NOTICES, QUORUM AND VOTING**

The Technical Committee shall adopt the same Meeting Notices, Quorum and Voting as the IMT-GT Council as stated in Article 8 of the Charter and in accordance with the terms of the delegated authority provided by the IMT-GT UNINET Council and any requirement for the Technical Committee to refer specified matters to the IMT-GT UNINET Council for final approval.

**ARTICLE 14**

**QUALIFICATIONS AND TERM OF THE TECHNICAL COMMITTEE**

The Technical Committee shall be composed of one representative from each Founder Member University, as designated by their signing this IMT-GT UNINET Charter and Full Member Universities as and when they have completed a 1 Year trial period and their application for full membership is approved by the Council and Members who are undertaking their 1 Year trial period with UNINET. CIMT shall also be a member of the Technical Committee.

The Executive Director of the IMT-GT UNINET shall join the Technical Committee as an ex-officio member to provide a coordinating and supporting role. The designated representative of each Founder Member University, Full Member University, Member University and CIMT shall be appointed to the Technical Committee.

The Technical Committee shall meet at least four times a year in recognition of its operational functionality.

**ARTICLE 15**

**FUNCTIONS OF THE SECRETARIAT**

The Secretariat shall be headed by an Executive Director, and shall have the following functions:

1. Serve as the main Secretariat of IMT-GT UNINET and main point of contact and coordination with CIMT
2. Plan and organise the programmes, projects and activities of the IMT-GT UNINET
3. Establish and operate a robust Finance and Accounting System and provide a comprehensive range of IMT-GT financial management reports.
4. Coordinate, implement and oversee UNINET’s Sustainable Funding Strategy to finance IMT-GT UNINET’s operations and support the financing requirements of IMT-GT UNINET’s Projects and Strategic Activities.
5. Coordinate, implement and oversee UNINET’s Project Management System and ensure that a results-based assessment is made for each project to ensure that it is achieving the desired outputs, outcomes and impact intended in its original design.
6. Coordinate, implement and oversee UNINET’s Communication Strategy that guides IMT-UNINET towards effective stakeholder engagement.
7. Assess and review periodically the accomplishments of IMT-GT UNINET and report to the Council as requested by the Council.

**ARTICLE 16**

**QUALIFICATIONS AND TERM OF THE EXECUTIVE DIRECTOR**

The Executive Director shall have an outstanding record in managing or directing international programmes and cooperation projects which are recognised in the subregion. He/she shall be appointed fulltime in a rotation basis (alphabetical order of the countries’ names) by the IMT-GT UNINET Council for a fixed term of three years, renewable for another term, if agree by the Council.

**ARTICLE 17**

**FUNCTIONS OF THE EXECUTIVE DIRECTOR**

The Executive Director shall have the following functions:

1. Serve as the Secretary of the Council
2. Provide leadership in managing the activities of the IMT-GT UNINET Secretariat and accountability for its operation
3. Coordinate and monitor the programmes of the participating universities
4. Perform such other functions which may be assigned by the Council from time to time

The Executive Director shall be provided with professional staff who have the relevant experience in carrying out the functions of the Secretariat including specific skills in project management, communications, accounts and finance, science and technology, higher education, economics and law.

**ARTICLE 18**

**REPORTING SYSTEM AND ACCOUNTABILITY**

The Executive Director shall render an annual report of accomplishment of the projects and activities being coordinated and implemented by the IMT-GT UNINET to the Council.

**ARTICLE 19**

**BUDGET**

The IMT-GT UNINET shall have a Five-year Plan and an annual budget which shall be approved by the Council. The Council shall approve and provide funding for some projects or working plans that are beneficial to the development of IMT-GT UNINET.

**ARTICLE 20**

**MEMBERSHIP FEE**

The Council shall be empowered to establish and amend the amount of the Membership Fee and collect this fee from both the Founder Member Universities, Full Member Universities and Member Universities.

The Founder Member Universities shall be eligible to a preferential Membership Fee during the second Two-Year period. Full Member University that join during this period and Member Universities that are undertaking their 1 Year trial period with UNINET will not be eligible for the preferential fee and shall pay the full Standard Membership Fee.

**ARTICLE 18**

**ACCOUNT AND AUDIT**

The funds of IMT-GT UNINET shall be deposited in a reputable bank in the account of the IMT-GT UNINET hereinafter referred to as the IMT-GT UNINET Account.

The IMT-GT UNINET Account shall be managed by the Executive Director in accordance with the approved budget for the five-year plan, annual budget and financial regulations established by the Council.

The IMT-GT UNINET Account shall be audited by a firm of auditors selected by the Council.

**ARTICLE 19**

**AMENDMENT**

The provisions of this Charter may be amended upon request of any member, which shall be submitted to the Council through the Executive Director three months before the scheduled meeting of the Council.

Any amendment to this Charter shall be made by the agreement of seventy five per cent of all the members of the Council present, and shall come into force upon adoption by the Council.

**ARTICLE 20**

**DISPUTES OF INTERPRETATION**

Any question or dispute concerning the interpretations of any provision of this Charter shall be settled by the Council.

**ARTICLE 21**

**ENTRY INTO FORCE**

This Charter shall come into force upon adoption by the Council of IMT-GT UNINET.