

JPN -COIL Association Regulations
Established December 8, 2018
Amended July 26, 2019
Finalized December 4, 2020

(Objective)

Article 1 These regulations shall layout the necessary matters concerning the management and operation of the JPN -COIL Association (hereafter to be referred to as “the Association”).

(Purpose)

Article 2 The aim of the Association is to successfully develop and manage a bilateral exchange program in cooperation with higher education institutions in Japan and overseas that utilizes the next generation of Collaborative Online International Learning (hereafter to be referred to as “COIL”) to mutually improve education techniques and diversify businesses by contributing to the career development of individuals who shall become a bridge to the world.

(Business Description)

Article 3 The Association shall take the following actions to achieve the purpose outlined above.

- (1) Exchange information on educational practices through COIL and other means
- (2) Implement various exchange and training projects between Japan and the United States through COIL
- (3) Provide support and cooperation for education through COIL at participating universities
- (4) Mutually cooperate to verify the efficacy and follow up on COIL-related education
- (5) Undertake necessary projects other than those outlined above in order to achieve the purpose of the Association

(Membership Requirements and Privileges)

Article 4 Membership shall fall into four categories: Regular Members, Supporting Members, International Chapter Members, and Individual Members.

- 2 Regular Members shall have the right to speak and vote on the management of the Association, and may participate in various projects sponsored by the Association.
- 3 Regular Membership shall be restricted to domestic (Japanese) higher-education institutions.
- 4 Supporting Members and International Chapter members may offer and share their opinions and information on the operations of the Association.
- 5 Membership requirements for Supporting Members are as follows.
 - (1) Corporations and organizations interested in promoting COIL, etc.
 - (2) Public offices, diplomatic establishments abroad, etc.
- 6 International Chapter membership is limited to overseas partner universities of MEXT’s 2018 “Inter-University Exchange Project” (Type A) selected member universities in Japan.
- 7 Individual membership shall be open to educational and administrative staff at higher education institutions.

(Membership Fees)

Article 5 In principle, members shall be required to pay the membership fee to cover expenses for Association-related activities. However, membership is FREE at present.

(Membership Application and Resignation)

Article 6 Those who wish to apply for or resign from membership to the Association must submit an application to the office of the Representative Secretariat and obtain the approval of the Association.

(Executive Committee and Representative Secretariat)

Article 7 An Executive Committee shall be appointed to facilitate the smooth operation of the Association.

- 2 The Executive Committee shall consist of three schools selected with the approval of the Association from the higher education institutions specified in Article 4, paragraph 3.
- 3 A representative secretariat shall be selected from among the Executive Committee, with Kansai University serving as the representative secretariat in the interim.
- 4 The Executive Committee shall make decisions on coordination of various matters related to the operation of the Association as well as the execution of business plans based on the resolution of the General Council Assembly.
- 5 The Executive Committee shall be convened and chaired by the representative secretariat institution.
- 6 Executive Committee proceedings shall be determined by general consensus of the Executive Committee member organizations.
- 7 A secretariat of the Executive Committee shall be appointed by the representative secretariat, and shall carry out the proceedings of the Association as well as the Executive Committee.

(General Assembly)

Article 8 In principle, the General Assembly of the Association shall consist of all Regular Members and shall be held once a year. However, an impromptu General Assembly may convene as necessary.

- 2 The General Assembly shall deliberate and decide on the following matters.
 - (1) Matters related to the operation of the Association
 - (2) Matters related to the plans outlined in Article 3
 - (3) Amendments to the Association Regulations
 - (4) Other important matters related to the operation of the Association
- 3 The General Assembly shall be called by the Representative Secretariat institution
- 4 The General Assembly shall be chaired by the Representative Secretariat institution
- 5 The General Assembly shall be established by the majority attendance of Regular Members, and the proceedings shall be determined by a majority of the Regular Members present.
- 6 If the chairman deems it necessary, Regular Members may attend the General Assembly remotely using an internet connection, etc., instead of meeting in person.
- 7 Supporting Members, International Chapter Members, and Individual Members may attend the General Assembly.
- 8 Notwithstanding the provisions outlined in Article 5, if the Chairperson deems it necessary with regard to the matters stipulated in Article 2, the General Assembly may be held on a rotating basis in writing or by electronic record, after coordination with the Executive Committee.

9 A resolution passed in the manner described in the preceding paragraph shall have the same effect as a resolution passed by the General Assembly.

(Fiscal Year)

Article 9 The Association fiscal year begins on April 1st and ends on March 31st of the following year, annually.

(Other)

Article 10 In addition to those items stipulated in these regulations, other necessary matters shall be determined separately.

Addendum

These regulations are effective as of December 8, 2018.

Addendum

These (revised) regulations are effective as of July 26, 2019.

Addendum

These (revised) regulations are effective as of December 4, 2020.