

BACKGROUND

The Higher and Technical Teaching Center (Centro de Enseñanza Técnica y Superior. Its acronym in Spanish is CETYS) is an education institution particularly created under the auspices, promotion, foster, and patronage of the Northwest Educational Institute Partnership (Instituto Educativo del Noroeste, A.C. Its acronym in Spanish is IENAC). The education that this institution offers is part of the national and state educational systems with full recognition of its academic programs in the Mexican Republic as well as abroad.

CETYS is the means through which the Northwest Educational Institute Partnership (Instituto Educativo del Noroeste, A.C. Its acronym in Spanish is IENAC) complies with the goal to “initiate, promote, foster, stimulate, sponsor or directly manage and guide all kinds of educational and scientific activities, and the diffusion of culture.

The Board of Directors of IENAC approved the Mission of CETYS University, as we know it right now in 1977, and it is the document that establishes the fundamental ideas that rule every activity in the Institution. It literally says:(1)

“It is the purpose of the Higher and Technical Teaching Center (Centro de Enseñanza Técnica y Superior. Its acronym in Spanish is CETYS) to contribute to the formation of persons with the needed moral and intellectual capacity to participate in an important way in the economic, social, and cultural improvement of the country.

Consequently, CETYS tries to make sure that in the conscience of its students those values that have been traditionally considered as basics for men to live in a peaceful way remain indestructible, and to satisfy the needs that their laborious capacity allows them. Therefore, CETYS promotes systematically:

The formation of character: *To foster in the student the assimilation of rules of behavior, and the formation of habits directed to achieve his realization as a person by the proper use of freedom and the harmonic functioning and truly human of the Social Community.*

The graduate from CETYS should have the conviction that duty is to be fulfilled; that truth is not anyone’s inheritance, but everyone should search it. That kindness is a natural attribute of all living being, and that man’s intelligence cannot serve the purpose to degrade him. Even though knowledge and the intellectual capacity are essential, little can the person accomplish in society without tenacity in his intentions because courage and audacity are also determining complements in the attainment of the goals that the individual imposes on himself. That

the majority of the people must understand the idea of freedom so the concept of realization can exist. That to win the community's respect must be a common goal of every individual, but this is not achieved without first conquering the respect for one self through honesty in giving and receiving.

The general cultural formation: *To train the student towards the enrichment of his personality on the basis of his creativity and from the habit of learning continually to give wellbeing and a useful orientation to his peers.*

The scientific formation: *To train the student so he understands objectively the world that surrounds him, so he has an orientation to guide him in the practical life and finds objective solutions to the problems he encounters as a man and as a professional in his social, political and economic environment.*

CETYS justifies its reason for being in the attainment of excellence based on the values previously mentioned, and through three basic functions: Education, research, and the cultural extension.

Teaching: *CETYS develops its teaching programs in the Technical, Medium Higher, Bachelor, Continuous Education, and Postgraduate levels.*

For the development of its teaching activities, CETYS has the goal that all the members of the teaching staff be persons with an excellent training on their specialized area, with a high desire to excel, that are not only convinced of the social principles previously stated, but that they have the ability to transmit them to all their students.

Research: *In CETYS, research is oriented towards the study of their own educational problems as well as the detection of the needs of human resources that the Community demands, so we can establish the educational options that help satisfy it. Research in specific fields of the teachers' specialization will be fostered through specific and special programs for each project.*

Cultural extension: *CETYS is looking within its framework of its possibilities to publish, conserve, and promote in a systematic way:*

- a) *The cultural and artistic expressions that lift up the human being.*

- b) *The scientific knowledge.*
- c) *The bibliographic heritage, laboratories, and everything that allows the preservation of the cultural inheritance received and achieved.”*

CETYS has obtained from the educational authorities the following Management Agreements:

From the Public Education Department Agreement number 9080 from July 24, 1961 where the plans and study programs from High school are authorized in the modality of vocational studies of social sciences, engineering, and management & economic sciences. From the same Department, agreement numbers 1253, 1254, 1269, and 7096 authorizing the opening of the programs Bachelor in Business Management, Public Accountant and Auditor, and High School dated March 1, February 20, February 28, and April 6, 1962 respectively.

From the Public Education Department Agreement 21414 published in the Federation's Official Journey on December 26, 1974. This is why a recognition of official validity of high school studies and of a higher kind is granted, and it comprises the bachelor and the academic degrees of masters, doctorate, and the ending options previous to the conclusion of the degree and the specialization courses that gives the Higher and Technical Teaching Center (Centro de Enseñanza Técnica y Superior. Its acronym in Spanish is CETYS) any place nationwide. This recognition includes the complete studies as well as the partial ones that take place in this institution.

From the State Government of Baja California, via the Education Department and State's Social Welfare, the Agreement published in the Official Journey, a State Government organ, on October 10, 1983. By this means, official validity recognition is granted to the studies of technical, medium superior, bachelor, extension and specialization, masters, doctorate, and any other kind of university studies that gives the Higher and Technical Teaching Center (Centro de Enseñanza Técnica y Superior. Its acronym in Spanish is CETYS) in the State of Baja California that is supported and owned by the Northwest Educational Institute Partnership.

From the Government of the State of Baja California, the Agreement published in the Official Journey, a State Government organ, on October 27, 1995. By this means, the Higher Technical and Education Center is granted the category of Institution of Excellence in the terms and for the purposes mentioned in the State's Regulations in the area of Granting the Category of Institution of Excellence to Private Educational Institutions of Higher Kind.

FIRST CHAPTER

FROM THE CETYS UNIVERSITY SYSTEM

Article 1. The Higher and Technical Teaching Center (Centro de Enseñanza Técnica y Superior. Its acronym in Spanish is CETYS) is a private education institution created by the support, promotion, and sponsor of the Northwest Educational Institute Partnership. Through the Higher and Technical Teaching Center (Centro de Enseñanza Técnica y Superior. Its acronym in Spanish is

CETYS), the Northwest Educational Institute Partnership (Instituto Educativo del Noroeste, A.C. Its acronym in Spanish is IENAC) carries out its goals and makes them operative. The academic programs of the Higher and Technical Education Institute are completely recognized in the Country of Mexico as well as abroad, and are part of the state and national educational system.

Article 2. From now on, the terms CETYS, CETYS University, and CETYS University System will be used interchangeably to refer to the Higher and Technical Education Institute, and the term IENAC will be used to refer to the Northwest Educational Institute Partnership.

First Section

From the Institutional Mission and the Educational Model

Article 3. The CETYS University System, as a community service institution, has the mission to contribute in the training of persons with the intellectual and moral capacity needed to participate in an important way in the economic, social, and cultural improvement of the country.

Article 4. The education that CETYS gives is oriented to make the conscience of the students of this Institution indestructible to those values considered as fundamental for man to live in society in a pacific way, and to meet the whole needs that its own arduous capacity allows him.

Article 5. The CETYS Educational Model intends to offer an education centered in the person and in his own complete training oriented by the philosophical principles, the teaching principles, and the educational characteristics according to the ends and mission of the Institution.

Article 6. The philosophical principles of the Educational Model define the type of person that it wishes to form, and put the dimension on education like an intentional process directed towards the complete training of the human being.

Article 7. The teaching principles of the Educational Model assure the way that the education process must be done based on learning:

- I. To learn knowledge;
- II. To learn to develop abilities and skills;
- III. To learn to learn attitudes, habits, and develop creativity.
- IV. To learn to live together and to put the right dimension to the value of truth, freedom, good, beauty, spirituality, justice, and the rest of the related values, and
- V. To learn to be and be well, and consistent with the mission of the CETYS University System and the principles of humanism as a life style and as a social welfare program.

Article 8. The educational characteristics of CETYS University reinforce the distinctive elements that the Institution should foster through the educational programs it offers. Such as: Humanism and values, Development of abilities and skills, Enterprising attitude, Culture of research, Culture of information, Labor connection, Continuous improvement, Internationalization, and all those that derive from the CETYS mission.

Article 9. The criteria of the education taught by CETYS University are directed to achieve, among other things, the following fundamental objectives:

- I. Character formation to foster in the student the rules of conduct and habit training destined to achieve his fulfillment as a person. All this in the framework of the responsible exercise of freedom, and of the human and harmonious functioning of the social community;
- II. The general cultural formation that propels the student towards the enrichment of his personality in the creativity and the habit of learning in a continuous basis. This is guided to give well being and useful orientation to the ones he is in touch with, and
- III. The scientific education that makes the student understand in an objective way the world that surrounds him, so that the world is positioned around him and he can explore and find practical solutions to the problems that life proposes as human being and professional in his, social, political, economic, and personal environment.

Second Section

From the Essential Functions

Article 10. CETYS University justifies its reason of being in the attainment of the education excellence of three essential functions: Teaching, research, and extension of culture that should always keep, among them, a harmonic and complementary relationship.

Article 11. The development of the essential functions of CETYS University should be characterized by the following:

- I. Quality of the teaching-learning process;
- II. The preparation of the teachers in their major and in the teaching area;
- III. Proper infrastructure for the education and the efficient use of the same;
- IV. Continuous improvement culture on the human and physical resources;
- V. Recognition and validation abroad of the studies carried out in this Institution;
- VI. Connection with the different productive sectors and others, and
- VII. Commitment with the region and the country with the ability to give answers to the challenges that their development poses.

Article 12. CETYS University will carry out the teaching function according to the applicable standards in the following educational levels:

- I. Technical education;
- II. Medium superior education; in the high school mode;
- III. Higher education in the bachelors, major, masters, and doctorate degree;
- IV. Extension.

Article 13. CETYS University should foster the development of the following kinds of research:

- I. Institutional research designed to support the planning processes of the Institution.
- II. Educational research dedicated to the permanent updating of the educational programs that the Institution offers, and to the improvement of the quality of teaching;
- III. Scientific research applied to the technological development directed to the creation of new technologies and knowledge, and the practical application of the existing ones, and
- IV. Research in charge of the teaching staff directed to support the research that the students carry out.

Article 14. CETYS University, within its framework of possibilities, should promote the strengthening, diffusion, conservation, promotion, and extension of the cultural, sporting, and social activities within their mission framework.

Third Section

From the CETYS University Symbols

Article 15. The symbols of CETYS University are:

- I. The name and official acronyms;
- II. The slogan;
- III. The badge;
- IV. The logo, and
- V. The mascot(s).

It is the responsibility of the President to keep current the registration of the symbols previously mentioned before the proper authorities, and to authorize, if need be, in accordance to the previously established criteria by the Executive Commission of IENAC the economic use of the symbols.

Article 16. Outside of the university premises, and other than the memorabilia insignia from CETYS University, the CETYS University symbols could only be used with the previous and written permit of the President, or by the general directors of the Campuses according to the policies defined for it by the President. The lack of observation to the previous point, as well as the use of the same in a different way than authorized according to the previous permit, will be a reason to take responsibility sanctioned in terms of Law and in terms of the regulation that is established for such purpose.

Fourth Section

From the Normative Hierarchy

Article 17. The hierarchy of the internal rules issued to regulate CETYS University will be the following by its order of importance:

- I. The regulations, agreements, management nature guidelines and general criteria issued by the Executive Commission of IENAC in accordance to its partnership agreement, or alternatively, by the President.

- II. The present General Statute;
- III. The rest of the regulations and agreements of academic characteristic issued by the President.
- IV. The agreements by the general directors of the Campuses issued in their respective areas of expertise.
- V. The organization and operating manuals, and
- VI. The instruction sheets, circulating official notices, and similar things.

SECOND CHAPTER

FROM THE CETYS COMMUNITY

Only Section

Article 18. The CETYS community is formed by its authorities, management personnel, academic and administrative personnel, students, former students, parents, and tutors.

Article 19. The following are authorities from CETYS University:

- I. The Executive Commission of IENAC.
- II. The President of the CETYS University System, and
- III. The General Directors of the Campuses.

Article 20. The support directors of the Rectory, the directors or heads of the branches of the General Directions of the Campuses, and the other persons that carry out leadership roles will be considered as members of the managerial personnel of the Institution.

Article 21. The members of the academic personnel are the people that render the teaching, research, sporting activities, and cultural promoting services in accordance to the established educational plans by the Institution.

Article 22. The members of the management personnel of the Institution are the persons that carry out non-academic activities.

Article 23. To be a student it is only through the express acceptance of the School's Admissions Department from the correspondent Campus. The student keeps his or her status as they comply with the demanded requirements. The loss of student condition will bring about the immediate discharge in a definite way in accordance to the present Statute, and the correspondent student regulations.

Article 24. The former students are the persons that have participated, have studied, or have graduated of any educational program with or without the recognition of the official validity established by the Institution. The Institution should establish communication and relationship programs with them.

Article 25. The members of the CETYS Community will enjoy of the rights granted by the present Statute, and the rest of the measures of general interest from CETYS University. All this with the permanent observance of the correlative obligation to respect its Institutional Mission and fundamental values, the rights of the rest of the members of the CETYS Community, and in general

the dignity of the human being. In accordance to the regulation established for it.

Article 26. In the CETYS University System there will exist a total confidentiality regarding the personal data of each member of the CETYS Community, so there is a respect to private right. The only exceptions are the ones established by law and the present Statute. The authorities from the CETYS University System will make sure that the strict compliance with whatever has been said here is permanently carried out.

Article 27. It will not be an impediment for the admission or permanency as a manager, academic worker, administrative worker, or as a student of the Institution the suffering of motor, hearing, speaking or visual, congenital or acquired, temporary or permanent deficiencies, and illnesses not transmittable by the simple and normal daily physical contact. It will neither be the belonging to a creed or race. CETYS University will implement and observe the proper standards with the purpose to protect non-discrimination and the health of all the members of the CETYS Community.

Article 28. Every member of the CETYS Community should assume the express commitment to submit to the analysis and present the medical certificates that the Institution deems necessary to confirm their good health. These exams can be requested discretionally any time. The denial to get such tests done, and the falsification or alteration of the results or of the correspondent certificates will be a sufficient reason to discharge the student in an immediate way.

For the purposes of the present Statute and the internal rules of CETYS University, good health is understood as the minimum state of physical and mental well being that allows a person to develop the activities that needs to carry out without putting in danger himself or third parties.

Article 29. The parents and tutors, before the society, are the original depositaries of the social, juridical, and moral responsibility of the complete training of the students under their authority. They have obligations and commitments, and for CETYS University the following obligations and commitments are established:

- I. To support the students to the full extent of their responsibilities towards the Institution and other organizations and institutions with which we have agreements; within themselves and their dealings with the authorities, managerial, academic and administrative personnel, and the rest of the students at CETYS;
- II. To participate with the students in the educational process to contribute with the Institution in the compliance of its objectives and the institutional standards;
- III. To be responsible in a solidarity way of the opportune and upright compliance of the financial commitments that the students have towards the Institution;
- IV. To request and receive detailed and updated information of the institutional standards, plans and study programs, quality indicators of

the educational service that the Institution grants, and to make the suggestions that deem necessary for the best academic development of CETYS University.

- V. To request and receive detailed information on the students' school performance. This includes personal interviews with the directives, academic, and administrative personnel of the Institution, and
- VI. To present a formal complaint on any matter that considers to be harmful to the legitimate interests of the students, and according to the regulations established for such purpose.

Article 30. The members of the CETYS Community have the moral commitment in all of their acts, inside or outside of the premises, to be congruent with the humanistic philosophy of the CETYS University institutional mission, and to practice its fundamental values.

Article 31. It will be the indeclinable responsibility of the President to observe and have the CETYS Code of Honor be complied with; it shows the outreach of the fundamental values of CETYS University and the behavior criteria expected from the students, professors, directives, and administrative and service employees. The Code of Honor will be approved and if need be modified by the Executive Commission of IENAC.

The fundamental values from CETYS are those values related and included in its mission, and specially: truth, freedom, good, beauty, justice, and spirituality.

Article 32. It is the President's responsibility to make public without request from any of the members of the CETYS Community or people in general, the information that he deems useful and/or relevant through the appropriate means regarding the transparency of the handling of the resources and the quality indicators of the educational services it grants.

THIRD CHAPTER

FROM THE ORGANIC STRUCTURE AND THE CAMPUSES

Article 33. CETYS University will have the organization and management according to the nature of the educational function it uses in accordance to the established measures in the present Statute.

Article 34. The organic structure of the CETYS University System will be directed to make possible the fulfillment of its Institutional Mission and Educational Model in accordance to the following guidelines:

- I. To be an agile, slip, and efficient organization that rewards the functions over the positions;
- II. To have an information system suitable for decision taking;
- III. To strengthen communication, collaboration, and coordination between the different working areas of the Institution;
- IV. To guarantee that the organization of the Campuses handles fundamentally the teaching, research, extension, and support functions for the Institution, and

V. To facilitate a culture of efficiency and continuous improvement.

Article 35. For the better development of its activities, the CETYS University System will organize itself in management, branches, and academic units by geographical zones called Campus. The head of every Campus will be a General Director.

Article 36. The creation of the CETYS University Campuses will be by the agreement of the Executive Commission of IENAC.

First Section

From IENAC

Article 37. The Northwestern Educational Institute Partnership (IENAC) owns CETYS University. This institute is a non-profit organization, and it has the responsibility to sponsor, promote, and to contribute to its development through emission of rules, guidelines, general criteria of administrative nature, sponsorship and financial support, and the surveillance of the development of academic and administrative activities. The purpose is that such activities are permanently directed to comply with its Mission and Educational Model.

Article 38. IENAC's Executive Commission is the organ in charge of giving compliance to the objectives we mentioned in the prior article, and its determined contributions in IENAC's Statute are listed bellow:

- I. To name the President, to know of his resignation, and to remove him in a discretionary way.
- II. To evaluate the President's performance, to analyze, and to approve the annual report of tasks that he presents;
- III. To approve, under the President's proposal, the creation and modification of the present Statute and the administrative regulations he considers worth emitting.
- IV. To establish, under the President's proposal, the guidelines and general criteria of an administrative nature of the CETYS University System;
- V. To approve and to modify, under the President's proposal, the annual expense and income budget of the CETYS University System;
- VI. To verify the timely, accuracy, and efficiency practice of the expense budget, and the trend of the income;
- VII. To approve, under the President's proposal, the offer of new areas of knowledge in the CETYS University System, and if need be to cancel those that merit so;
- VIII. To establish, by the President's proposal, the creation of the Campuses of the CETYS University System and to close existing Campuses when they do not comply with the goals that motivated their creation;
- IX. To delegate in the President those duties that he deems necessary to give compliance to the educational and administrative programs of the Institution, and
- X. The rest of the duties entrusted to him by the Board of Associates of IENAC and the present Statute.

Article 39. The relationships and all communication between IENAC and the CETYS Community will be channeled through the President or the persons authorized by him.

Second Section

From the President of the CETYS University System

Article 40. The President will be maximum executive authority of the CETYS University System, and he will be in that position until he is removed or the new President takes up the position as the Executive Commission of IENAC agrees to. The President will be the legal representative and secretary of the Executive Commission of IENAC.

The main responsibilities of the President will be to comply and make sure that the CETYS Mission, the relationships with the Governmental authorities and educational institutions, and the relationships with all kinds of organizations are being kept. To formulate and to present to IENAC the institutional development plan, the working plans, the academic programs, the physical and human infrastructure programs with its correspondent budgets, and the systems to evaluate them. To present annual reports, to make appointments, and to give the go-ahead to full time and part time personnel appointments.

Article 41. For the best handling of the duties of an academic and administrative nature that are his responsibilities, the President will have and will be helped by the following branches:

- I. Academic Vicepresidency.
- II. Finance and Administration Vicepresidency.
- III. Effectiveness Institutional Headship.
- IV. Advanced Institutional Headship.
- V. Promotion and Development Headship (before Institutional Marketing).

His duties, obligations, and responsibilities are defined in the CETYS Functions and Duties Manual.

Third Section

From the General Campus Director

Article 42. The President will name the General Campus Director as the IENAC Statute specifies. He should previously listen to the opinion of the Board of the respective Chapter of IENAC. The General Campus Director will carry out his functions by the President's agreement, and will be responsible before him for the performance of carrying out the entrusted responsibilities.

The General Campus Director will have under him and will get his assistance from the headships, departments, and needed offices for the efficient work of his functions. The Functions and Duties Manual of the CETYS personnel will develop the way the responsibilities and functions pointed out there will carry out.

FOURTH CHAPTER

FROM THE EDUCATIONAL SERVICES

Article 43. For the attainment of the mentioned essential functions in article 10, the CETYS University System will count with a diversified structure of the following educational services:

- I. Teaching;
- II. Research;
- III. Extensionism;
- IV. Cultural spreading;
- V. Academic support; and
- VI. Student Services

First Section

From the Plans and the Study Programs

Article 44. The teaching services should be given through plans and working study programs in the levels of technical, high school, bachelor, and postgraduate that have the knowledge and official validity of studies granted by the correspondent educational authorities.

Article 45. The plans and study programs must be based in consistent objectives with the CETYS University Educational Model Mission, and to comply with what is established in the guidelines for the design and reformation of the plans and study programs. The study plan name must be consistent with the goals, profiles, and respective study programs.

Article 46. The plans and study programs should be designed based on credits. The number of required credits in the plans and study programs should comply with the established rules by the correspondent educational authorities.

Article 47. The length of the school cycles could be established freely. Its main goal is the compliance of the learning goals of the educational programs, and the optimum attention of the students' needs.

Article 48. The general goals of the study plans of the technical, high school, bachelor, and postgraduate levels will observe the guidelines determined in the correspondent official agreements issued by the competent authorities, as it is the case, and always within the framework in the CETYS University Mission.

Article 49. The plans and study programs of technical, high school, bachelor, and postgraduate studies will be subject to a process of permanent and systematic evaluation that will be carried out with the participation of the academic directors, academic personnel, professional groupings, private and public sector, and the opinion of the former CETYS students.

Article 50. The verification of the plans and study programs mentioned in the previous article will include the curricular evaluation, the performance of the

academic personnel as well as the existing physical facilities, and the available academic supports.

Article 51. The changes and updating of the plans and study programs that come out of the evaluation done must be approved at least two months prior to the pretended application date.

Second Section

From the Research Programs

Article 52. The research programs will contribute to the compliance of the CETYS University Mission, and will be directed to the generation of the scientific knowledge, application, and to the technological development for the solution of the regional, national, or international problems of the Institution.

Article 53. CETYS University will have an Institutional Research Guiding Plan that will include an integral evaluation system. This plan will specify the programs, lines of investigation, and projects that will norm the development of the research.

It will be the President's responsibility to elaborate and update the Institutional Research Guiding Plan, and to make sure that the assigned personnel and budget be consistent with its goals.

Third Section

From Extensionism

Article 54. The extension services from the CETYS University System will be given through study programs without any official validity recognition, and under the following modes:

- I. Continuous education: its goal is to give knowledge in specific areas to people with or without academic degrees, and it will include all the kinds of courses aimed at the public in general;
- II. Support and training services to the public, social, and private sectors: its goal will be to respond to particular needs of knowledge or skills of group of workers from an organization, and as well as to resolve technical or specialized problems. It will include assessment services and specialized training through diplomate courses, seminars and courses to the government, to social and organizations, and to companies.
- III. Language Center: its goal is to prepare the people that wish to acquire the control of a language. It will include all the courses where they will develop oral and written communication skills, hearing and reading comprehension in Spanish and/or foreign languages, and
- IV. Technical programs: its goal will be to offer the knowledge, abilities, and skills to interested students to obtain a degree in the school modality, or not in the school modality. In both cases under a flexible scheme so we can respond in a prompt and efficient way to the training needs of the public and private sector, and to the vocational demand of the potential students.

Article 55. The extension programs referred in the previous article could be authorized by the General Campus Director, and subject to the Academic Vice President prior advice when the following requirements are being complied with:

- I. To be in harmony and complementary to the essential functions of CETYS University;
- II. To have the human, material, and financial resources so the service quality is guaranteed;
- III. To comply with the established budgetary criteria.

Fourth Section

From the Academic Supports

Article 56. CETYS University will facilitate the students and academic personnel the access to the academic supports such as equipment and teaching material, information services, and telecommunication and computer needed to facilitate the learning activities.

The former CETYS students, parents, tutors, and public under agreement could have access to the mentioned academic supports.

Article 57. The information services will be governed by the correspondent regulations that issue CETYS University, and will include borrowing of books and electronic collections, user orientation, electronic and audiovisual means, and consultation and access to computer and telecommunication inside and outside of the information centers.

Article 58. CETYS University will render the computer and telecommunication services with quality, appropriateness, and required relevance to support the educational programs and the administrative functions of the Institution. The rules for the assignment, operation, and regulation of the computer and telecommunication resources will be established in the Computer Regulations.

Article 59. CETYS University must look after in a permanent way the improvement of the educational technologies so it can strengthen the quality of the educational service it grants.

Fifth Section

From the Student Services

Article 60. CETYS University will have service programs for the student community that foster the generation of a university atmosphere of identification and integration with the CETYS community, but also the connection with the different sectors of society in the regional, national, and international ambit.

Article 61. The student services that are part of the service programs to the student community are the following: sporting, cultural diffusion, student life, enterprising, job vacancies, internship, mobility and student interchange, health, counseling, tutoring, and all those programs created to comply with the established goals in the previous article.

Article 62. CETYS University will establish a scholarship system with the following goals:

- I. To facilitate the access and continuity of the studies to the high performance students.
- II. To distinguish and recognize the academic performance of the students, and
- III. To guarantee the scholarship grants to the percentage of stipulated students by IENAC, and the educational authorities in accordance to the Education General Law.

Article 63. The rules to award, renovate, and cancel the scholarships will be established in the CETYS University Scholarship Regulations. The President will determine, in accordance to the scholarship program authorized in the expense budget, the number of scholarships that will be granted in the correspondent academic cycle.

Sixth Section

From the Boarding Services

Article 64. The boarding service will be offered with the purpose to promote the CETYS University Educational Model through the stay of students in the Campuses. The operation of the boarding schools will be regulated by their own working regulations.

FIFTH CHAPTER

FROM THE ACADEMIC PERSONNEL

First Section

From the Types of Academic Personnel

Article 65. The academic personnel from the CETYS University System are classified, based in the main performance function, in the following types:

- I. Professors;
- II. Researchers, and
- III. Academic Technicians.

Article 66. The professors are the ones that fundamentally perform in teaching tasks, and develop the academic functions proper to them in accordance to the plans and educational programs established by the Institution.

Article 67. The researchers are the ones dedicated in a prevailing way to research work of institutional, educational, scientific, and technological development types.

Article 68. The academic technicians are the ones that carry out technical and professional functions in their own expertise, matter or area, and collaborate in specific and systematic tasks of academic programs, or as a technical support service to such programs.

Article 69. The professors and researchers can be:

- I. Ordinary;
- II. Visitors, and
- III. Distinguished.

Article 70. The professors and ordinary researchers are the ones carrying out normal and regular teaching academic activities, or research in the Institution.

Article 71. The visitor professors and researchers are the ones coming from another universities or institutions from the country, or foreigners that due to a service-rendering contract or interchange academic agreement carry out specific academic activities for a determined period.

Article 72. The Distinguished professors and researchers are those that have carried out an outstanding work inside or outside of the Institution, and they can be of two kinds:

Distinguished Emeritus are those to whom CETYS University honors with the designation due to having thirty or more years of uninterrupted educational service to CETYS University, and to carry out a work of known merit and worth in accordance to what it is stipulated in the regulation made for such purpose.

Distinguished Honorary are those to whom CETYS University honors with such designation, and that even though they have not been part of the Institution they have distinguished for their work of recognized merit and worth in accordance to the regulation made for such purpose.

Article 73. The ordinary professors can be so by assignment, associate, part time and full time according to the number of hours hired, and the academic functions that they carry out. We will try to have the majority of the professors to be exclusively part of the Institution. The researchers can only be full time.

Article 74. The number of class hours, the functions, and the private responsibilities of the all the academic personnel are specified in the CETYS Academic Personnel Regulations, and in the Teacher's Guide.

Second Section

From the Academic Personnel Categories

Article 75. The members of the academic personnel will have the established categories in the respective assignments, and they will be determined according to the assignment criteria regulated in the Academic Personnel Regulation.

Article 76. The categories of the academic personnel, at the moment they join as such, will be determined by taking into account their curriculum in general, specially their academic degree, and their professional and teaching experience.

The scope and criteria of the operation and the assignment will be determined in the Academic Personnel Regulations.

Article 77. A collegiate body named Category Assignment Committee will determine the categories of the academic personnel, and it will be formed in the terms set by the Academic Personnel Regulations. The assignation diagnosis

that issues the Committee need to be authorized by the President, so that the correspondent assignment proves effective.

Third Section

From the Admission and Permanency of the Academic Personnel

Article 78. The present Statute and the Academic Personnel Regulations will govern the selection, admission, promotion, permanency, evaluation, and retribution of the academic personnel.

Article 79. The following work profile is required to be a member of the CETYS University academic personnel system:

- I. To understand the mystic to be a professor, and be willing to share and foster the CETYS Mission inside and outside of the classroom.
- II. To have the personal fundamental qualities in ethical principles, and consistency of his or her behavior with such principles;
- III. A total disposition to act with responsibility and integrity in the academic functions assigned to him or her;
- IV. Updated theoretical and practical knowledge in the area of his own expertise;
- V. Teaching preparation and knowledge of educational psychology and curricular design;
- VI. Preparation for the development of abilities, attitudes, and values in the students;
- VII. Capacity to foster the enterprising spirit and leadership development in the students, and
- VIII. To comply with the established admission requirements in the Academic Personnel Regulations.

Article 80. If the professors, regardless of their category, carry out their teaching functions in academic programs with Official Validity Recognition Studies, they should have as a minimum the academic degree that corresponds to the educational level where they teach the classes.

Article 81. The hiring of professors by subject, associate professors, visitant professors and researchers, and academic technicians will be always for a specific period.

Article 82. The academic personnel of new admission should go through in a satisfactory way the induction program that refers article 126 of the present Statute.

Article 83. The condition of professor, researcher, or academic technician will be lost for the specified reasons in the Academic Personnel Regulations.

Fourth Section

From the Rights and Obligations of the Academic Personnel

Article 84. The members of the academic personnel in their normal working responsibilities will be governed by the freedom of professorship and research principles established in the document "THE ACADEMIC FREEDOM IN CETYS." This document allows the free analysis of ideas and opinions without

preventing this right to the rest, nor disrupting the university activities. The referred document includes three fundamental aspects: freedom to research and to publish, freedom to discuss and to present the subject themes, and freedom to publicly express their ideas as citizens and as a personal right.

Article 85. Under no circumstances, the academic personnel could convert the professorship in an instrument of proselytism or propaganda in favor of personal, economic, social, religious, or political interests.

Article 86. The rights and obligations of the academic personnel will be specified in the CETYS University Academic Personnel Regulations.

Article 87. The records and the hereditary rights of the inventions, profit models, industrial designs, and any kind of works done by the professors or researchers of the CETYS University System because of the development of the activities in it will be the exclusive property of IENAC. This is without any harm that the professors or researchers keep the right to their names to be registered like originator of the invention, profit model, industrial design, or any work whatsoever. Also to receive a fair compensation for its exploitation, being the case, independently from his own salary as it is foreseen in the correspondent regulations.

Fifth Section

From the Work Load of the Academic Personnel

Article 88. CETYS University will determine the workloads of the academic personnel, it will try to have the assignment of the academic responsibilities in a fair and reasonable way, and that the educational service hired is assured. The setting of the workload for the academic personnel will be made according to the established criteria and procedures in the Academic Personnel Regulations.

Sixth Section

From the Training and Development of the Academic Personnel

Article 89. It is the responsibility of the academic personnel to assume the initiative for his own academic and professional education in his area of expertise in coordination and with the approval of the correspondent academic director.

Article 90. In compliance to the previous article, CETYS University will promote a permanent program of total improvement of the academic personnel guided to contribute to training and personal development, pedagogical, professional, and cultural of its members.

Seventh Section

From the Evaluation of the Academic Personnel

Article 91. CETYS University will carry out periodic performance evaluations to the academic personnel regardless of its kind or category through an evaluation and payment system applicable in all the Campuses, and according to the correspondent regulations.

Article 92. The evaluation and payment system of the academic personnel will have the following goals:

- I. To strengthen the teaching-learning process for the improvement of the teachers and the educational programs;
- II. To consolidate the selection, admission, promotion, and permanency programs of the academic personnel;
- III. To provide the criteria for merit recognition, performance measures, and payment to the academic personnel.

Article 93. The criteria, indicators, and factors that support the evaluation and payment system to the academic personnel will be specified in the Academic Personnel Regulations. The academic personnel will know these elements through the closest internal means of communication.

Article 94. The performance measurement of the academic personnel, in accordance to the teaching-learning model it uses, contains the consideration of the following factors:

- I. The teaching professors' tasks of all the categories in the activities related with course planning, facilitation, and learning evaluation;
- II. Institutional participation tasks of part time and full time professors in the operative and strategic processes, development of new educational services, organization and promotion of academic events, and fund raising, and
- III. Tasks of part time and full time formation of professional and educational teachers that include obtaining the academic degrees, courses and seminars, research work, publications, and advances in the English language.

The performance measure of the professors in the classroom will take place with the participation of the students, professors of the same area of knowledge, and the Academic Directors.

Article 95. With the object to recognize the work of the outstanding academic personnel and to stimulate their desire to excel, CEYTS University will establish a recognition program to the academic personnel whose characteristics and current operating standards, plus the ones that will be added, will be incorporated to the pending to publish Academic Personnel Regulations.

SIXTH CHAPTER

FROM THE STUDENTS

First Section

From the Students' Admission

Article 96. The standard selection and admission rules that CETYS University issues are directed to serve the educational high quality ideal founded in the CETYS Mission, and to establish the responsibility to create the conditions to increase the possibilities for the admitted students to take successfully their studies.

Article 97. The person who aspires to be admitted to CETYS University should comply with the following admission requirements:

- I. To assume the commitment to respect and to practice the fundamental values of CETYS University expressed in its Mission and recognized by its Code of Honor;
- II. To enjoy a healthy life style so it allows the proper performance of the academic activities;
- III. To comply with the required academic precedents in the study level that wishes to take;
- IV. To obtain the demanded points to approve the correspondent admission exam, and
- V. To obtain the specific admission requirements that the Institution sets for each one of the study plans, schooling, or non-schooling programs.

CETYS University reserves the right to accept or reject the admission request even though the student complies with all the mentioned admission requirements.

Article 98. The candidate to enroll to CETYS University that has carried out studies of the medium high or high type abroad or within the national educational system, could be admitted as a student if besides complying with the admission requirements mentioned in the preceding article gets from the CETYS University, or from the educational authorities, if it is authorized by them, the study validation or the respective equivalent statement.

Second Section

From the Students' Enrollment

Article 99. The enrollment student rules will be directed to achieve the proper structure of educational activities of the student.

Article 100. The following persons will have the right to enroll to the ordinary courses given at CETYS University:

- I. The candidate that has been admitted as first entry level students.
- II. The return students that had studied some academic period in CETYS University, and were not discharged for bad school grades, nor were suspended or thrown out in a definite way due to serious faults to the present Regulation, or to the respective Students' Regulation.
- III. Also the ones foreseen in article 98 of the present regulation.

Article 101. The procedures and criteria to assign the academic load to the accepted students will be established in the correspondent students' regulation.

Article 102. The first level admission students to technical studies, high school, bachelor, or postgraduate should take the current plan study at the time of admission. The students that interrupted their studies will incorporate to the current study plan at the time they renewed their studies.

Third section

From the Rights and Obligations of the Students

Article 103. The rights and obligations of the students will be those specified in the correspondent students' regulation level they are taking.

Article 104. The students' societies of CETYS University will be integrated and directed exclusively by their students. The Regulations and agreements issued should be consistent with the Mission and the CETYS University Educational Model.

The students' societies should register before the correspondent Campus General Director to be recognized by the CETYS University authorities.

Article 105. CETYS University will keep, with the recognized students' societies, a relationship of cooperation and support to the work programs of academic, scientific, cultural, social, sporting, or connection nature that they develop.

Article 106. A previous and express authorization from the correspondent Campus General Director is required so the students can organize activities directed to fund raising, or to get donations, services, or benefits.

Article 107. The students have the right to confidentiality of their personal information and school transcripts with the following exceptions:

- I. CETYS University could use the school transcripts with academic or admission purposes through the authorized persons, and
- II. CETYS University reserves the right to give the grades, assistance reports, academic dishonesty acts, and behavior faults that could cause discharge of the institution to the students' parents or tutors, or to the persons or institutions that would have granted credits, scholarships, or any kind of financial support.

Article 108. The students that are not current with the compliance of the administrative commitments will be suspended in the rights conferred in article 103 of the present Regulation.

Fourth section

From the Learning Evaluation

Article 109. The rules relating to the learning evaluation that issues the Institution will be oriented to improve the teaching and learning processes, and to give the student a constant feedback that allows him to strengthen his academic performance, ability, aptitudes, and values.

Article 110. The rules, criteria, and the evaluation learning procedures will be determined in the correspondent Student's Regulation, and consigned to the Academic Personnel Regulation.

Fifth section

From Social Service

Article 111. Social service is the compulsory nature activities that according to the applicable legislation the bachelor students should carry out as a requisite to get their professional degree.

Article 112. The rendering of the social service has the following goals:

- I. To develop in the student a solidarity and committed conscience with society;
- II. To support the problem resolution with the community through public sector, social, and non-governmental programs, and
- III. To contribute to the student's academic education and professional training.

Article 113. The Social Service Regulation that CETYS University issues will regulate the procedures to credit and supervise the social work done, the students' obligations and the receiving service units, and the guidelines for the creation of social service programs.

Sixth section

From the Professional Practices

Article 114. Professional practices are the curricular activities that the bachelor students should carry out with the goal to contribute to their own complete training, and to strengthen the applicable knowledge through the professional experience.

Article 115. The scope, length, evaluation, crediting, and supervision of the professional practices are regulated in the Professional Practices Regulations. The only exception is the professional practices of bachelor of psychology that will be governed by their own regulation.

Seventh section

From the Academic Records, Transcripts, and Diplomas

Article 116. The total or partial academic records carried out in CETYS University will have the guidelines that the correspondent educational authority determines for CETYS.

Article 117. To get the total academic record in the technical, high school, bachelor, or postgraduate programs it is required to have satisfactorily finished the required credits in the correspondent study plan, and complied with the applicable standards.

Article 118. The CETYS University System will grant study records and diplomas to whom have satisfactorily complied any of the extension programs.

Eighth section

From the Academic Awards

Article 119. CETYS University will distinguish the best students of the Institution through granting medals of honor, honorific mentions, and recognition diplomas to the academic merit based on the excellent educational

performance, outstanding extracurricular participation, and exemplary student conduct. The respective Students' Regulations establishes the requirements and conditions to grant the mentioned awards.

Ninth section

From IENAC Fund

Article 120. The management of the financial resources that are generated by the CETYS University operation, the surplus, and the donations of any kind will be in charge of IENAC.

SEVENTH CHAPTER

FROM THE HUMAN RESOURCES, PHYSICAL, AND FINANCIAL MANAGEMENT

Second Section

From the Human Resources

Article 121. CETYS University will have the proper academic, directive, managerial, and service personnel to comply with the goals and objectives of the Institution.

Article 122. The working relationships of CETYS University with the directive, part time and full time academic, and management personnel will be governed by what Section "A" of Article 123 of the Federal Constitution, the Working Federal Law, the present Regulation, the applicable regulations, and the respective working contracts stipulate.

Article 123. The working conditions of the directive, academic, management, and service personnel will be in writing through a contract where it must be specified if the working relationship is for a specific work, for a certain period of time, or for an indefinite amount of time. The service or services that need to be granted, the length of the working day, the types of salary payments, and the rest of the working benefits that they agree on.

Article 124. The directive, academic, and management personnel will enjoy the legal benefits, the contractual ones, and the benefits stipulated in the respective regulations in matter of pensions, life insurance, medical insurance, and working scholarship that are granted taking into account the nature, length, type, and category of the position.

Article 125. CETYS University will promote the training of their academic and management workers as persons, promoting the fundamental values that emanate from its Mission, and the development of a working culture that generates a healthy and favorable organizational atmosphere that brings about the institutional goals.

Article 126. The new admission personnel of CETYS University will be subject to an induction process with the object to know its Mission, the Educational Model, the vision, the goals contained in the institutional development plan as well as its organization, operation, and its work policies.

Article 127. The training, education, and complete development programs of the academic and management personnel are directed to give the knowledge, abilities, skills, attitudes, and the tools needed to improve the performance of the correspondent functions as well as the achievement of the personal and professional development.

Article 128. The criteria for the selection and hiring of the management personnel will be based on the profiles of the position contained in the Management Personnel Regulation, in the respective organizational manuals, in the Human Resources Development Program, and in the Working Plan of the CETYS University areas.

Article 129. The management personnel of the CETYS University System should assume an excellent service attitude in the development of the entrusted activities, so it can contribute to the achievement of the Institution goals through:

- I. Training to develop management activities within its own area;
- II. Knowledge that allow a better performance in the entrusted tasks;
- III. Attitude, ability, and skill in the public service so the public can feel like his allied and helper to assist them in resolving any and every kind of doubt and or problem;
- IV. Availability and flexibility to work as a team;
- V. Adaptability in the work environment, and
- VI. Availability of continuous improvement.

Article 130. The remunerations of the management personnel will be regulated by the position valuation systems, performance measurement based on productivity, and according to the wages and salaries tabulators approved by the President based on the budgetary parameters authorized by IENAC.

Article 131. With the object to recognize the work of the outstanding academic and management personnel, and to stimulate their desire to excel, CETYS University will establish a recognition program in which assignment criteria and operating rules will be established in the correspondent regulation.

Second Section

From the Buildings, Facilities, and Equipment

Article 132. The CETYS University System will have buildings, facilities, and equipment owned by IENAC that are appropriate so that the educational and management tasks are developed in an atmosphere of harmony, functionality, safety, public health, and environment preservation.

Article 133. The growth of the physical plant of the campuses will be regulated by an Educational Infrastructure Master Plan that can be developed and updated by the correspondent Campus General Director in accordance to the

Campus Development Program, and the planning rules issued by the competent authorities.

Article 134. The construction, expansion improvement of the buildings, facilities, and equipment improvement of CETYS University will require the authorization of the Executive Committee of IENAC.

Article 135. The urbanization actions referred in the previous article will be subject to the legal provisions in construction matters, and the building guidelines that the Institution issues.

Article 136. CETYS University will establish and will observe the building guidelines with the following technical rules and criteria:

- I. Typology of the buildings and facilities;
- II. Occupation index and land utilization;
- III. Minimum dimensions of the educational spaces;
- IV. Structural safety in the constructions;
- V. Environmental conditioning: green spaces, lighting, ventilation, acoustics, and signaling;
- VI. Hydraulic facilities, bathrooms, electric, and telecommunications;
- VII. Accessibility and evacuation routes in case of emergencies;
- VIII. Parking lot and vehicle access;
- IX. Rules to assure the safety conditions, and optimum service of the physical plant for the persons with different capacities, and
- X. Construction rules that contribute to the development of specialized school facilities.

Article 137. In order to keep in optimum service conditions the buildings, facilities, and the Campuses' equipment the correspondent Campus General Director will make a maintenance program of the physical plant, and will submit to the President's approval the Usage Regulation of the Campus Facilities.

Article 138. The Campuses from the CETYS University System should establish safety and civil protection programs according to the applicable standards. It will be the responsibility of the Campus General Director to implement, evaluate, and suggest all the needed measure for the observance of the mentioned programs.

Third Section

From the Financial Resources

Article 139. CETYS University must have a financial and budgetary planning system that guarantees the assignment of the financial resources in the quantity and opportunity needed to comply with quality the goals and the educational programs.

Article 140. The Executive Commission of IENAC will approve the income and expense budget from CETYS University in the period they decide. It must respond to the compliance of the established objectives in the institutional

development, priority and development programs of the Campuses, as well as the annual working programs in each area in accordance to the educational, management, and financial indicators.

Article 141. The budget, the parameters to set the tuition fees, operating expenses, personnel payments, cash flow, as well as the destiny of the donations and income will be authorized by the Executive Commission of IENAC under the President's proposal. All this taking into account the educational supply and demand, the inflationary index, the economic perspectives, exchange fluctuations, and the cost of the Educational Model promoted by the Institution.

Article 142. The expenditures form the acquisition of goods and services will be subject to the provisions in the approved budget expense by IENAC, and to the Institutional Guidelines and Policies of Acquisitions that the President issues for such cases. All this needs the approval of the Executive Commission of IENAC.

Article 143. The goods and services acquisition procedures will be directed to assure the best purchase conditions available as far as price, quality, financing, opportunity, and all other pertinent circumstances. They should be ruled by the Institutional Guidelines and Policies of Acquisitions pointed out in the previous article.

Article 144. CETYS University will not promote vendor, brands, or product exclusivity. Every vendor that is invited to participate in the acquisition procedures will have equal opportunities to offer goods and services. CETYS reserves the right to use internal criteria in accordance to the Institutional Guidelines and Policies of Acquisitions already mentioned.

Article 145. The cash surplus of any kind of fund from CETYS University must be invested in higher fixed income instruments, and with the least possible risk. When there is the possibility to make variable income investments, you must get a previous authorization form the Executive Commission of IENAC.

Article 146. The fund resources of the educational credit will be destined in an exclusive way to support financially the low-income students that excel for their academic merits, and according to the provisions of the respective regulation.

Article 147. It is the President's responsibility to establish proper policies to achieve and to keep the financial self-proficiency of CETYS University through normal operating income, income for extension programs, and other income for donations, raffles, earnings, products, and services.

EIGHTH CHAPTER

FROM THE PLANNING AND EVALUTAION

First Section

From Planning

Article 148. CETYS University has the responsibility to promote a participative planning process that takes into account the national, state, and regional

development needs, and contributes in an efficient way to the consolidation and fulfillment of its institutional mission.

Article 149. The planning instruments of the Institution are:

- I. The Institutional Development Plan;
- II. The priority programs that come out of it;
- III. The Campuses Development Plans and Programs, and
- IV. The instruments that contribute to the planning objectives.

Article 150. The institutional development plan will have the short term, mid term, and long-term vision of the wanted goals to carry out the Mission of CETYS and the Educational Model of the CETYS University System. It will also have the general guidelines and criteria for the revision and periodic updating of the following priorities:

- I. Mission, vision, and the Institutional values;
- II. Pertinence and relevance of the educational programs;
- III. New teaching and learning systems;
- IV. New educational technology in the teaching and learning process;
- V. Development of technology and research;
- VI. Quality on the educational service that is rendered;
- VII. Connection between the university with its own environment, and
- VIII. The financial goals and objectives inherent to the institutional development.

Article 151. The priority programs must be made in consistency with the institutional development plan, and are directed to the compliance of the following objectives:

- I. To foster the complete training of the students, the educational process based on learning, the use of new information technology, and the strengthening of internationalization;
- II. To create knowledge areas specialized in high quality;
- III. To have the academic and management personnel suitable to the Institution's ends;
- IV. To generate better national and international financial resources for the Institution;
- V. To achieve a healthy student population growth that allows getting to the optimum size determined by IENAC.
- VI. To provide the Campuses with the operating and functional qualities of infrastructure that allows to offer a quality service, and
- VII. The rest of the goals that derive from the Institutional Development Plan.

Article 152. The Institutional Development Plan and the Priority Programs will be subject by the President to IENAC's approval. Once approved, they will have the compulsory nature. They need to be published to the CETYS community and to the correspondent educational authorities.

It is the President's responsibility to coordinate the needed actions for the attainment of the institutional objectives and goals established in the mentioned instruments.

Article 153. The Campus General Director must project, prior the President's authorization, and carry out a Campus Development Plan that in harmony with the Institutional Development Plan can achieve at least the following specific objectives:

- I. To elevate the quality and the quantity of the educational services and the management tasks carried out in the branches and units located at the Campuses he is in charge of;
- II. To propose to the President the creation, revision, and updating of the plans and study programs as well as the most pertinent management organization for the Campus operation;
- III. To let society know the benefit, usefulness, and importance of the activities done by the Institution in the Campus' geographical zone;
- IV. To connect the professors, researchers, and students tasks with the social and productive environment, and
- V. To get material and financial resources for the benefit of CETYS University.

Second Section

From Evaluation

Article 154. The CETYS University System must promote a process to evaluate in a periodic and systematic way the extent that the institutional objectives are being reached, and to measure the educational impact of the Institution in society.

Article 155. The instruments of evaluation of the CETYS University System are:

- I. The process of self-evaluation of the Institutional Development Plan, of the Institutional Research Guiding Plan, the Priority Programs, and the Campuses' Development Plans;
- II. The performance evaluation of the directive, academic, and management of the Institution;
- III. The follow-up studies to former students;
- IV. The evaluation, crediting or institutional certification, and the academic programs by national and international organisms;
- V. The rest of the evaluation instruments that set up the CETYS University authorities to comply with the institutional goals.

CETYS University will keep the paper work relative to all the evaluation processes.

Article 156. The self-evaluation of the Institutional Development Plan and of the Priority Programs has as a goal to verify to what extent the established goals and objectives are being reached, so the mission and the Institutional Educational Model are being fulfilled.

The self-evaluation of the plan will also include a quantitative and qualitative analysis of the functioning of the Campuses to identify the operating efficiency of them, according to the obtained results, and to establish the measures and adjustments that are necessary.

Article 157. The evaluations of the performance of the directive and management personnel have the general goal to determine the payment, incentive, merit recognition, and personnel promotion and permanency policies. In addition, to set the basis for the training, education, and development programs.

Article 158. The evaluation of the directive, management, and service personnel will be directed to measure the development of its members in compliance to the following specific goals:

- I. Directive personnel: the work, leadership, and the programs of levels of productivity of the directors of the CETYS University System, General Director of the Campus, and the Directors of the independent areas, and
- II. Management Personnel: the productivity and the quality of the assigned work, initiative and innovation for the solution of problems, and the continuous improvement of attitudes towards work and labor atmosphere.

Article 159. The regulations and manuals for the evaluation of the directive and management personnel will set the levels of participation, periods, criteria, factors, and indicators that will help as support to incorporate the current policies and procedures.

Article 160. The performance evaluation of the academic personnel will be done in the foreseen terms in article 91 to 95 of the present Regulation.

Article 161. The follow-up studies of former students have as a goal to examine growth of the graduates in the professional lives, so that we can evaluate the academic and humanistic education that the Institution promotes, and includes, among others, the following research approaches:

- I. To measure the incorporation to the working market of the former student;
- II. To identify the former student's acceptance in the professional field, and the determination to keep his continuous education;
- III. To know the opinions of the former students about CETYS University, and the educational task it carries out;
- IV. To identify the impact and leadership of the former student in his own community and work ambit.

Article 162. CETYS University is obliged to foster the external evaluation, crediting or certification of the Institution, of the educational plans and programs, of the management processes, and of the academic personnel and students. All this by national and international organisms authorized for such purpose with the goal to foster the continuous improvement and the quality assurance of the service it offers.

NINTH CHAPTER

RESPONSIBILITIES AND SANCTIONS

Only Section

Article 163. The President of CETYS University is authorized to define behavior that needs sanctioning, and to establish the correspondent sanctions.

Article 164. Every authority and CETYS University directive is obligated to abstain to circulate by any means and not to use in other educational institutions, the organizational methods, planning, working, financing, and teachings that are of the exclusive use of CETYS University. No matter what type of work he knew and applied, unless it was of his own invention prior to working in the Institution.

For the compliance of the previous paragraph, every authority and directive will sign a Confidentiality Letter with CETYS University, and if there is a breach on this Letter, the correspondent legal actions will be taken.

Article 165. The ones authorized to carry on the sanctions are:

- I. The Executive Commission of IENAC in the case of faults committed by the President;
- II. The President in the case of faults committed by the General Directors of the Campuses, and by the directive personnel that reports to him in a direct way;
- III. The General Directors of the Campuses, or the President, in the case of faults committed by the academic and management personnel that directly report to them, and to the students assigned to them in the respective Campuses; and
- IV. The teachers or the General Directors of the Campuses, or the President, in case of faults committed by their respective students.

TENTH CHAPTER

FROM THE MODIFICATIONS TO THE GENERAL STATUTE

Only Section

Article 166. This Statute could be modified by majority vote of the members of the Executive Commission of IENAC.

TRANSITIONAL PROVISIONS

First.- The President will issue the pertinent regulations and manuals in a maximum period of one year starting at the approval of the present Statute.

Second.- The present Statute will be effective on the following day of its approval, and will incorporate the standards, policies, and current procedures. The CETYS community through the remote or local means of electronic communication and the printed means of CETYS will know it.