



**PENERJEMAH TERSUMPAH
INDRA LISTYO, M.HUM**

**BAHASA INGGRIS KE BAHASA INDONESIA DAN
BAHASA INDONESIA KE BAHASA INGGRIS**

Surat Keputusan Menteri Hukum dan Hak Asasi Manusia Republik Indonesia

No. AHU-30 AH.03.07.2022 Tanggal 5 Oktober 2022

Jalan Gunung Salak No. 38, Bukit Golf Hijau, Sentul City, Kab. Bogor 16810, Indonesia

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Pernyataan Penerjemah Tersumpah

Saya, **INDRA LISTYO, M.Hum.**, Penerjemah Tersumpah di Republik Indonesia berdasarkan peraturan perundang-undangan yang berlaku di Republik Indonesia, dengan ini menerangkan dan menyatakan, sesuai dengan sumpah jabatan saya, bahwa dokumen ini merupakan terjemahan yang benar, setia, dan lengkap dari dokumen sumber yang diberikan kepada saya.

Sentul City, 24 Desember 2024



INDRA LISTYO, M.Hum.

Penerjemah Tersumpah [Bahasa Inggris ke Bahasa Indonesia dan Bahasa Indonesia ke Bahasa Inggris]

Surat Keputusan Menteri Hukum dan Hak Asasi Manusia Republik Indonesia

No. AHU-30 AH.03.07.2022 Tanggal 5 Oktober 2022

Alamat : Jl. Gunung Salak No. 38 Bukit Golf Hijau, Sentul City, Kab. Bogor, Jawa Barat, Indonesia

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No. Register : 146-20241224-Pertor 40 2023-UEST



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INDRA LISTYO, M.HUM**

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Sworn Translator's Statement

I, **INDRA LISTYO, M.Hum**, a Sworn Translator in the Republic of Indonesia under the laws and regulations applicable in the Republic of Indonesia, hereby state and declare, under my oath of office, that this document is the accurate, faithful, and complete English translation of the source document in Indonesian presented to me.

Sentul City, December 24, 2024



INDRA LISTYO, M.Hum.

Sworn Translator [English into Indonesian and Indonesian into English]

Under Decision of the Minister of Law and Human Rights of the Republic of Indonesia
No. AHU-30 AH.03.07.2022 Dated 5 October 2022

Address : Jl. Gunung Salak No. 38 Bukit Golf Hijau, Sentul City, Kab. Bogor, West Java, Indonesia

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Register No. : 146-20241224-Pertor 40 2023-IEST

[LOGO OF UNNES]
UNIVERSITAS NEGERI SEMARANG
COPY - REGULATION OF THE RECTOR OF UNIVERSITAS NEGERI SEMARANG
NUMBER 40 YEAR 2023

ON

ADJUNCT PROFESSORS OF UNIVERSITAS NEGERI SEMARANG

BY THE GRACE OF THE ALMIGHTY GOD

THE RECTOR OF UNIVERSITAS NEGERI SEMARANG,

Considering: a. to enhance its academic capacity, increase its international publications, and improve its standing in national and international rankings, Universitas Negeri Semarang needs to establish regulations regarding the appointment of foreign faculty members as Adjunct Professors;

b. in accordance with Article 18 of Government Regulation Number 36 Year 2022 on the State Higher Education Legal Entity of Universitas Negeri Semarang, UNNES is authorized to bestow awards upon individuals, groups, and/or organizations that have contributed significantly to the advancement and application of science, technology, arts, and/or sports achievements at both national and



international levels, as stipulated by the Regulation of the Rector;

- c. one such award as referred to in letter b is the conferment of the title of Adjunct Professor of Universitas Negeri Semarang;
- d. based on the considerations referred to in letter a, letter b, and letter c, it is necessary that a Regulation of the Rector on Adjunct Professors of Universitas Negeri Semarang be issued.

- Observing:
- 1. Law Number 20 Year 2003 on the National Education System (State Gazette of the Republic of Indonesia Year 2003 Number 78, Supplement to State Gazette of the Republic of Indonesia Number 4301);
 - 2. Law Number 12 Year 2012 on Higher Education (State Gazette of the Republic of Indonesia Year 2012 Number 158, Supplement to State Gazette of the Republic of Indonesia Number 5336);
 - 3. Government Regulation Number 4 Year 2014 on Higher Education Administration and University Management (State Gazette of the Republic of Indonesia Year 2014 Number 16, Supplement to



State Gazette of the Republic of Indonesia Number 5500);

4. Government Regulation Number 57 Year 2021 on National Education Standards (State Gazette of the Republic of Indonesia Year 2021 Number 87, Supplement to State Gazette of the Republic of Indonesia Number 6676) as amended by Government Regulation Number 4 Year 2022 on the Amendment to Government Regulation Number 57 Year 2021 on National Education Standards (State Gazette of the Republic of Indonesia Year 2022 Number 14, Supplement to State Gazette of the Republic of Indonesia Number 6762);
5. Regulation of the Minister of Research, Technology, and Higher Education of the Republic of Indonesia Number 7 Year 2019 on the Transfer of Indonesian Faculty Members from Foreign Universities to Domestic Universities (State Gazette of the Republic of Indonesia Year 2019 Number 79, Supplement to State Gazette of the Republic of Indonesia Number 6824);
6. Government Regulation Number 36 Year 2022 on the State Higher Education Legal Entity of



Universitas Negeri Semarang (State Gazette of the Republic of Indonesia Year 2022 Number 197, Supplement to State Gazette of the Republic of Indonesia Number 6824);

7. Regulation of the Rector of Universitas Negeri Semarang Number 11 Year 2023 on the Organizational Structure and Work Procedures under the Rector of Universitas Negeri Semarang;

HAS DECIDED:

To issue: REGULATION OF THE RECTOR ON THE APPOINTMENT OF
ADJUNCT PROFESSORS OF UNIVERSITAS NEGERI SEMARANG

CHAPTER I

GENERAL PROVISIONS

Article 1

For the purposes of this Regulation, the following terms are defined

1. Universitas Negeri Semarang, hereinafter referred to as UNNES, is a State Higher Education Legal Entity.
2. Adjunct Professor refers to a title conferred by UNNES upon an Associate Professor, a Professor or a scientific research expert in a specific field of study who has contributed significantly to and works toward the development of UNNES.



3. The University Academic Senate, hereinafter abbreviated as SAU, is an organ of UNNES responsible for decision-making, policy formulation, advisory role, and academic supervision functions.
4. Faculty members are professional educators and scholars whose primary responsibilities include transforming, developing, disseminating knowledge, technology, and the arts through education, research, and community service.
5. The Rector is the president of UNNES, responsible for UNNES's operation and management.

CHAPTER II

REQUIREMENTS FOR ADJUNCT PROFESSOR CANDIDATES

Article 2

- (1) The Adjunct Professor as referred to in Article 1 is awarded to an Associate Professor who meets the following requirements:
 - a. possessing a minimum of 5 (five) years of experience in teaching, research, and service/partnership activities;
 - b. possessing experience as a member of a collaborative team engaged in research and science and/or technology development activities at the university level;
 - c. having at least 3 (three) scientific articles in his/her field of study published in reputable international journals, with either an SCImago Journal Rank (SJR)



indicator of at least 0.3 (zero point three) or a Journal Impact Factor (JIF) on Web of Science (WoS) of at least 0.02 (zero point zero two) where the candidate must be the first author and/or corresponding author for at least 2 (two) articles, or having 3 (three) monumental artworks/monumental designs for faculty members in the field of art; and

d. having scientific works recognized internationally, with an h-index of at least 6.

(2) The Adjunct Professor as referred to in Article 1 is awarded to a Professor who meets the following requirements:

a. possessing a minimum of 10 (ten) years of experience in teaching, research, and service/partnership activities;

b. possessing experience as the coordinator of a collaborative team engaged in research and science and/or technology development activities at the university level at least twice;

c. having at least 8 (eight) scientific articles in his/her field of study published in reputable international journals, with either an SCImago Journal Rank (SJR) indicator of at least 0.7 (zero point seven) or a Journal Impact Factor (JIF) on Web of Science (WoS) of at least 0.05 (zero point zero five) where the candidate must be the first author and/or corresponding author for at



- least 5 (five) articles, or having 5 (five) articles published within the past 5 (five) years; or 8 (eight) monumental artworks/monumental designs for faculty members in the field of art; and
- d. having scientific works recognized internationally, with an h-index of at least 6.
- (3) An Adjunct Professor appointee agrees to sign a Performance Agreement committing to contribute to the development of UNNES, particularly in accelerating international scientific publications, for a specified period in accordance with a written agreement between the appointee candidate and UNNES.
- (4) The Adjunct Professor awarded as referred to in paragraph (1) and paragraph (2) is valid for a period of 3 (three) years and may be extended subject to mutual agreement between the appointee candidate and UNNES.

CHAPTER III

OBLIGATIONS AND RIGHTS OF ADJUNCT PROFESSOR APPOINTEES

Article 3

- (1) The Adjunct Professor appointee has the following obligations:
- a. to increase scientific publications in reputable international journals, indicating UNNES affiliation, in his/her work at least 2 (two) articles per year;



- b. to provide input and guidance for UNNES institutional planning and development documents;
- c. to contribute to the enhancement of UNNES journal quality;
- d. to increase both the quantity and quality of UNNES research;
- e. to increase the quantity and quality of UNNES international collaborations; and
- f. to accelerate innovation at UNNES; and
- g. to conduct joint lectures with UNNES faculty members at UNNES.

(2) The performance of these obligations by the Adjunct Professor appointee is agreed upon between either the Dean or the Director of the Postgraduate School and the Adjunct Professor appointee, in the form of an Agreement.

Article 4

The Adjunct Professor appointee has the following rights:

- a. to obtain an Educator Serial Number (NUP);
- b. to receive an official UNNES email account;
- c. to access research funded by the UNNES Community Fund (as a member of a research team led by a UNNES faculty member);
- d. to access all learning sources available at UNNES;
- e. to receive a monthly honorarium in accordance with the agreement between the Adjunct Professor appointee and UNNES;



- f. to receive reimbursement of travel and accommodation expenses when visiting UNNES to perform duties as an Adjunct Professor of UNNES; and
- g. to obtain immigration assistance, if needed.

CHAPTER IV

ADJUNCT PROFESSOR NOMINATION PROCEDURES

Article 5

The nomination procedure for Adjunct Professors is as follows:

- a. The Dean of the Faculty or the Director of the Postgraduate submits a written nomination to the Rector for an Adjunct Professor candidate in accordance with his/her relevant field of study, by attaching the requirements as referred to in Article 2;
- b. The Rector may request a recommendation from the SAU to assess the candidate's suitability for the Adjunct Professor appointment;
- c. The SAU, through a meeting, provides its recommendation regarding the candidate's suitability for the Adjunct Professor appointment and submits its recommendation to the Rector; and
- d. If approved, the Rector issues a decision on the appointment of an Adjunct Professor appointee.



CHAPTER V

ADJUNCT PROFESSOR APPOINTMENT

Article 6

- (1) The Adjunct Professor appointment is conferred upon candidates who have met the requirements.
- (2) The Rector on behalf of the University issues a Rector's Decree on the Adjunct Professor appointment.

Article 7

- (1) The Adjunct Professor appointment is conducted in an acceptance ceremony presided over by the Rector.
- (2) The acceptance ceremony referred to in paragraph (1) includes, at minimum, the following activities:
 - a. performing or singing the Indonesian National Anthem;
 - b. performing or singing the UNNES Hymn and/or UNNES March;
 - c. reading of the Rector's Decree;
 - d. presenting the Rector's Decree to the Adjunct Professor appointee;
 - e. a speech by the Adjunct Professor appointee; and
 - f. an address by the Rector.



CHAPTER VI

FINANCING

Article 8

All expenses related to the Adjunct Professor are covered by the budget of the Faculty or the Postgraduate School.

Article 9

This regulation shall take effect as of the date of its issuance.

Issued in Semarang

Dated November 13, 2023

RECTOR

UNIVERSITAS NEGERI SEMARANG

(SIGNED)

S MARTONO

The copy is in accordance with
the original

Head of the Law Office of
Universitas Negeri Semarang,

(signed)

Dr. Cahya Wulandari, S.H., M.Hum.

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