



الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ الْبَارِئُ الْغَيْثُ الْمُدِينُ

Company No. 101007-P

Garden of Knowledge and Virtue

PREMIER INTERNATIONAL ISLAMIC RESEARCH UNIVERSITY



Happy Eid Mubarak!

OFFICE OF THE LEGAL ADVISER



OFFICE OF THE LEGAL ADVISER

“Your Partner in Good Governance and Integrity”

BACKGROUND

● First established in 2004, previously as the Legal Unit.

Previously, matters relating to:

Staff Discipline

General litigation cases involving IIUM

Constitutional issues

Student Discipline

Litigation cases involving IIUM students

were under the purview of

Management and Service Division

Disciplinary Unit, Office of the Rector (Student Affairs and Development)

BACKGROUND

- The office acts as a central monitoring unit to advise the University on legal and constitutional issues

Article 33(1) of the IIUM Constitution;

“There shall be a Legal Adviser of the University who shall have some powers and duties as may be prescribed by Rules and Regulations.”

- The office is directly placed under the Office of the Rector and is accountable to the Rector

PREVIOUS LEGAL ADVISERS

PROF. DR. HJ. MOHD AKRAM BIN SHAIR MOHAMED

(2004 - 2009)

ASSOC. PROF. DR. ABDUL RANI BIN KAMARUDIN

(2009 - 2012)

PROF. NIK AHMAD KAMAL NIK MAHMUD

(2012 - 2017)

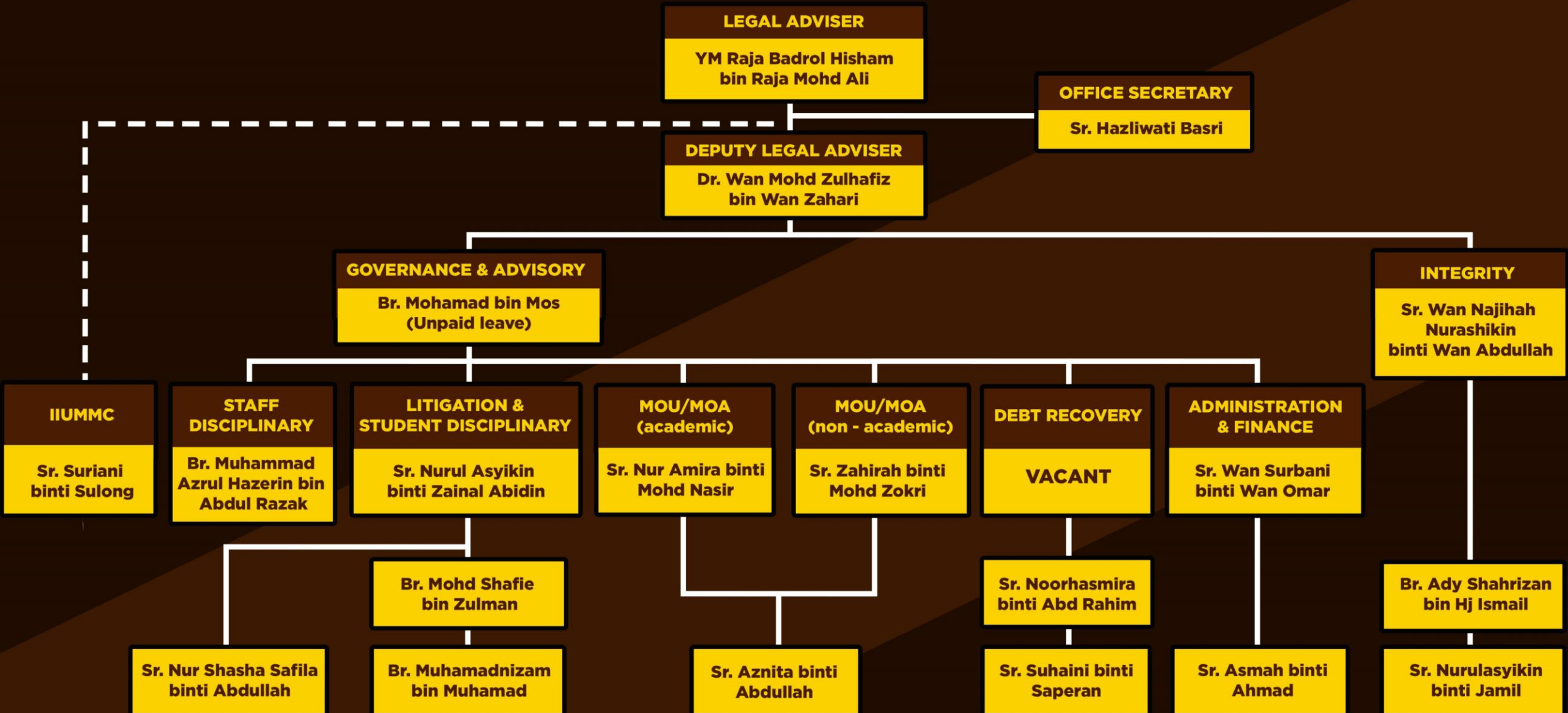
THE LEGAL ADVISER



YM RAJA BADROL HISHAM RAJA MOHD ALI

Appointed effective 1st July 2017

ORGANISATION CHART



UNITS AND THEIR RESPECTIVE FUNCTIONS

GOVERNANCE AND ADVISORY UNIT

- Provides legal advice on matters regarding the respect of the University's institutional legal governance in accordance to its Constitution, policies, rules and regulations
- Provides advice to the University pertaining to the powers and duties of the University authority including but not limited to the Board of Governors, Senate and University Finance Committee of the University.
- Cater to general matters such as arbitration and pre-litigation which directly or indirectly affect the interests of the University.
- Reviews amendments and drafts the rules and regulations for the University as and when appropriate.

UNITS AND THEIR RESPECTIVE FUNCTIONS

MOU AND MOA UNIT

- Responsible for drafting and vetting of the MOU and MOA.
- Covers the entire spectrum of law including preparation of :-
 - Business and commercial contracts
 - Servicing and licensing contracts
 - Sale and purchase of property
 - Leases and tenancy

that directly or indirectly affect the University's day-to-day operations.



UNITS AND THEIR RESPECTIVE FUNCTIONS

STUDENT DISCIPLINARY UNIT

- Conduct investigation for any complaint regarding student discipline.
- Conduct hearing for a student case.



ADMINISTRATION, HUMAN RESOURCE & FINANCE UNIT

- Secretariat for University's KRA projects
- Monitoring budget, handling purchasing and handling payments.
- Planning for Office Renovation.
- Planning and coordinating for IIUM Legal Monitoring System.
- Acts as Quality Manager for the Office.
- Plan for Office programs
- Secretary for EXCO meetings
- Prepare Annual Reports and other necessary reports.



UNITS AND THEIR RESPECTIVE FUNCTIONS

DEBT RECOVERY UNIT

- Responsible for recovering any debts due and owed to the University arising from breach of study leave agreement, resignation without sufficient notice, and University financing.



UNITS AND THEIR RESPECTIVE FUNCTIONS

LITIGATION UNIT

- Responsible for monitoring court cases arising from
 - Breach of scholarship agreement
 - Breach of housing financing
 - Breach of motor vehicle financing
 - Misappropriation of monies
 - Premature notice of resignation
 - Industrial court matter etc.



UNITS AND THEIR RESPECTIVE FUNCTIONS

INTEGRITY UNIT



GOVERNANCE

Ensure good governance is practiced

STRENGTHENING
INTEGRITY

Enculturing and enhancing integrity

DETECTION AND VERIFICATION

Detecting and verifying misconduct

GRIEVANCE

Managing grievances

COMPLIANCE

Ensuring compliance to rules and regulations

DISCIPLINE

Performing secretariat functions for
disciplinary matters

RELEVANCY TO STUDENTS

MONITORING process of
academic misconduct at all centres
of studies

INVESTIGATING and
PROSECUTING student cases

ASSISTING in reviewing
AUKU (with IPTA)

OFFICE FUNCTIONS RELEVANT TO
STUDENTS

ADVISING and REVIEWING
student disciplinary rules

As a COMMITTEE for student
disciplinary enforcement (under
ODRSA)

MANAGING compoundable system

THANK YOU