

# 國立中山大學生技醫藥研究所所務會議設置要點

## Regulations for Establishment of Institute Affairs Council Meeting

Institute of Biopharmaceutical Sciences, National Sun Yat-sen University

109.9.8 109-1 所務會議審議通過

Reviewed and approved at the Institute Affairs Council meeting of the 2020 academic year

- 一、國立中山大學生技醫藥研究所(以下簡稱本所)，為處理本所有關事項，依據本校組織規程第四十五條訂定本所所務會議(以下簡稱本會)組織要點。

In handling matters pertaining to National Sun Yat-sen University Institute of Biopharmaceutical Sciences (hereinafter referred to as “NSYSU IBPS”), “Regulations for Organization of Institute Affairs Council Meeting of NSYSU IBPS (hereinafter referred to as “the Council Meeting”)” are enacted in accordance with Article 45 of “Regulations for Organization of National Sun Yat-sen University”.

- 二、本會由本所專任助理教授(含)以上教師共同組織之，以所長為召集人，若本所專任教師不足3人，得聘校內專任教師組成。借調、出國研究、教授休假及出任本校一級主管以上者得以學期為單位申請不參與會議。必要時，得有本所兼任及合聘教師、職員及學生代表列席。

The Council Meeting shall be organized by NSYSU IBPS faculty (full-time associate professors or higher). The director of the Institute shall be the convener of the meeting. In case there are fewer than three full-time faculty members at NSYSU IBPS, full-time on-campus faculty members may be appointed. Professors that are on secondment, doing research abroad, on leave, and are the chief executives of NSYSU may apply for absence on a semester basis from this Council Meeting. If necessary, adjunct faculty, faculty by joint appointment, clerks, and students of Institute of Biopharmaceutical Sciences shall attend the meeting on their behalf.

- 三、本會審議事項包括：

Matters reviewed at the Council Meeting shall include:

- (1)、所務發展計畫及預算、組織規章及各種重要章則、課程發展等之制定及修訂。

The establishment and amendment of the institute affairs development plans and budgets, organizational regulations, and various important rules and regulations, course development, etc.

(2)、其他與本所所務相關之事項。

Other matters related to the institute affairs of the NSYSU IBPS.

四、本會每學期至少召開一次，由所長召集或經專任教師人數三分之一(含)以上連署後召開。會議需全體委員二分之一以上出席，並經出席委員二分之一以上同意，始得通過議案。

The Council Meeting shall be convened at least once every semester by the director of the Institute or upon petition by one third of the full-time faculty members. No less than one half (1/2) of the number of total members shall attend the meeting. Motions shall be approved upon obtaining a consent from no less than one half (1/2) of the number of members present at the meeting.

五、本要點經所務會議通過後實施，修正時亦同。

The regulations have been approved at the Institute Affairs Council Meeting for implementation. Amendments to these regulations shall follow the same procedure.