

## College of Management Guidelines for Committee Member Elections

Approved by the 3<sup>rd</sup> College Affairs Council on January 6, 2004, Academic Year 92.

### Article 1. Purpose

This set of regulations is specifically issued to set guidelines for election of faculty representatives to be on committees in the College of Management and of the university level, as well as to simplify election procedures.

### Article 2. Principles of election

1. Besides the following positions, faculty representatives to be on committees in the college and of the university level shall be faculty members assigned by each department/institute in rotation.
  - (1) Representatives to the University Affairs Council, College Affairs Council, and Faculty Evaluation Committee at College level, and those to be elected from among representatives of University Affairs Council and College Affairs Council.
  - (2) Representatives to the Faculty Evaluation Committee at University level shall be elected from among members of the Faculty Evaluation Committee at College level.
  - (3) Representatives to the Dormitory Allocation Committee shall be faculty members responsible for arrangement of the priority of dormitory applicants. The number of places and qualifications shall be determined according to relevant regulations of the university.
  - (4) Members of temporary committees shall be appointed by the dean in accordance with the expertise needed.
2. All full-time faculty members have obligations to be candidates for members of various committees unless they are taking sabbatical leaves, pursuing further study overseas, temporarily transferred, or critically ill. With full-time faculty members who happen to be taking sabbatical leaves, studying overseas, and temporarily transferred, the Election Committee of the college shall inquire if they are willing to be candidates and confirm their candidate qualifications before elections.
3. Candidates intending to withdraw from elections before voting shall file official applications carrying detailed descriptions of reasons for their withdrawals to be confirmed by concerned department chairs or institute directors before the applications are handed over to be processed by the corresponding election committees.
4. The Election Committee of the college shall define the approaches each department may assign full-time faculty members to serve as committee members in rotations.

### Article 3. Principles for committee member replacement

The following principles shall serve as guidelines for handling resignation and replacement of elected committee members:

1. If an elected faculty representative is already an ex officio member or such a position becomes vacant, the first runner-up in the corresponding election shall fill the vacancy.
2. If a faculty representative on a committee resigns for personal reasons, the vacancy shall be filled by the first runner-up in the corresponding election. If no first-runner-up is available or no one is willing to fill the vacancy, the faculty representative shall remain on the committee.
3. All faculty representatives on various committees intending to resign for personal reasons shall file official applications carrying detailed descriptions of the reasons to be confirmed by concerned department chairs or institute directors and the corresponding election committees shall then begin replacement processes.
4. The priority order of replacements for the members of each committee shall be established according to the election results each year.

Article 4. This regulation, as well as its amendments, are effective upon approval by the College Affairs Council.

中英文版本如有抵觸或不相符之處，應以中文版本為準。

Above guidelines were translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese always takes precedence.

# 國立中山大學管理學院各種委員會選舉規範

93.01.06 92 學年度第 3 次院務會議通過

- 一、 目的為有效推舉本院校級及院級各種委員會教師代表，簡化選舉作業流程，特訂定本規範。
- 二、 選舉原則
  1. 本院校級及院級各種委員會教師代表，除下列委員外，其餘委員原則上皆由各系所輪派擔任之：
    - (1) 校務會議代表、院務會議代表、院教師評審委員會代表，以及需由校務會議代表、院務會議代表互選之會議代表。
    - (2) 校師評審委員會代表由院教師評審委員會代表互選之。
    - (3) 校宿舍調配委員會代表由申請宿舍排名順序之教師擔任，名額依校方規定確認其候選資格。
    - (4) 其餘臨時性之委員，由院長視所需專長指派之。
  2. 本院專任教師除休假、出國研究、借調、重病外，皆有義務成為各項委員會之候選人。而當學年休假、出國研究、借調之教師，則由院司選委員會於選舉期間徵詢其擔任候選人之意願確認其候選資格。
  3. 投票前欲棄選者，需提出正式申請表，詳列棄選理由，經系所主管簽章確認，提交司選委員會辦理棄選作業。
  4. 各系所輪派方式，由院司選委員會確認之。
- 三、 遞補原則依下列原則處理各項委員會教師代表當選人請辭及遞補事宜。
  1. 各項委員會教師代表當選人若已為當然委員或因不可抗拒理由而出缺，則由下一位得票數較高之教師遞補為正式代表。
  2. 各項委員會教師代表若因個人原因請辭，則依選舉結果依序遞補，但若所遞補者皆無意願遞補，則該教師代表須繼續擔任委員。
  3. 各項委員會教師代表因個人原因請辭者，需提出正式申請表，詳列請辭理由，經系所主管章確認後，提交司選委員會辦理遞補作業。
  4. 各項委員會遞補名單於每年選舉開票依序認之。
- 四、 本規範經院務會議通過後實施，修正時亦同。