

## 國立中山大學西灣學院院務會議設置要點

108.02.20 107 學年度第 10 次行政會議訂定

- 一、本設置要點依據本校組織規程暨本院設置辦法之規定訂定。
- 二、院務會議為本院最高決策會議，以研議本院教學、研究及其他有關事項。
- 三、院務會議由院長、副院長、各單位主管與各單位選任教師代表（含特約教師）共同組成，以院長為主席。各單位至少應有一位選任教師代表，依專任教師人數每五人再增加一位選任代表，任期一年，連選得連任。院務會議於必要時得邀請相關人士及學生列席。
- 四、院務會議每學期至少召開一次，必要時得由院長召開或經半數以上代表連署召開。
- 五、院務會議之決議，以全體成員半數（含）以上出席，及出席成員半數（含）以上同意為通過。
- 六、本設置要點經院務會議通過並陳請校長核備後實施，修正時亦同。

中英文版本如有牴觸或不相符之處，應以中文版本為準。

The minutes/regulations/guidelines in English are translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese version prevails.

# Establishment Guidelines for the College Council Meeting of Si Wan College

Approved by the 10th Executive Meeting, Academic Year 107

Article 1. These Guidelines are stipulated in accordance with the provisions of “Organization Act of the National Sun Yat-sen University” and the” Regulation for Establishment of Si Wan College.”

Article 2. The College Council Meeting of Si Wan College (hereinafter referred to as “the Meeting”) is established as the highest decision-making meeting of Si Wan College, with the purpose of discussing and deciding matters related to teaching, research, and other affairs of Si Wan College (hereinafter referred to as “the College”).

Article 3. Members of the Meeting include the dean, associate dean, director of each institute/center/program, and faculty representatives from each institute/center/program (including distinguished faculties). Additionally, the dean shall serve as the chairperson of the Meeting. There shall be at least one faculty representative from each institute/center/program, and one additional faculty representative shall be added for each five additional full-time faculty members. The term of appointment as faculty representative shall be set for one year, with the possibility of reelection. When necessary, related persons and students can be invited as nonvoting observers.

Article 4. The Meeting shall be held at least once every semester. If necessary, the dean may call for extraordinary meetings. The same procedure applies when more than half of the representatives launch a petition to call for an extra meeting.

Article 5. Decisions of the Meeting shall be made by simple majority wherein more than half of members in attendance are of a single consensus and when at least half of the Meeting members are in attendance.

Article 6. These guidelines are approved by the Si Wan College Affairs Meeting and are implemented after being approved by the president. Amendments to the guidelines shall follow the same procedures.

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