

國立中山大學海洋科學院院務會議設置要點及議事規則

NATIONAL SUN YAT-SEN UNIVERSITY
College of Marine Sciences

Guidelines on Establishment and Regulations for the Procedure of College General Meeting

81.12.04 經 81 學年度第 2 次院務會議通過
Approved by the 2nd College General Meeting on December 4, 1992
86.06.24 經 85 學年度第 2 學期第 2 次院務會議修正通過
Amended and Approved by the 2nd College General Meeting on June 24, 1997
87.11.27 經 87 學年度第 1 學期第 1 次院務會議修正通過
Amended and Approved by the 1st College General Meeting on November 27, 1998
93.06.11 經 92 學年度第 2 學期第 3 次院務會議修正通過
Amended and Approved by the 3rd College General Meeting on June 11, 2004
97.11.06 經 97 學年度第 1 學期第 1 次院務會議修正通過
Amended and Approved by the 1st College General Meeting on November 6, 2008
103.11.14 經 103 學年度第 1 學期第 1 次院務會議修正通過
Amended and Approved by the 1st College General Meeting on November 14, 2014
104.4.16 經 103 學年度第 4 次院務會議修正通過
Amended and Approved by the 4th College General Meeting on April 16, 2015
113.10.11 經 113 學年度第 1 次院務會議修正通過
Amended and Approved by the 1st College General Meeting on October 11, 2024

一、本要點依本校組織規程之規定訂定。

I. The present guidelines are issued in accordance with the provisions specified in the “*Organizational Charter of National Sun Yat-sen University*”.

二、院務會議由院長、副院長、各系(所、學程)主管及教師代表若干名共同組織之，以院長為主席。

II. The Committee constitutes the Dean, Associate Dean(s), Chairs, faculty representatives of departments and institutes, with the Dean as the Committee convener.

三、教師代表由各系(所、學程)依現有教師數(主管除外)每四人互推產生代表一名。(代表名額不足一人，以一人計)。各系(所、學程)至少應有一名代表，任期一年，連選得連任。

III. Faculty representatives shall be generated by each department or institute based on the number of faculty (except the Chair), one representative for every four faculty members. (If the number of representative is less than one, it will be counted as one person.) Each department or institute shall have at least one representative, and the term of the committee is one year, with prospect of re-election.

四、院務會議每學期至少召開一次，由院長召開或經代表人數三分之一(含)以上連署後召開。

會議需有代表三分之二（含）以上人員出席始得召開，議案需經出席代表二分之一以上之同意，始得通過；惟重大事項（如增設系所學程、更改院（系、所、學程）名稱或經出席代表二分之一以上同意者），需經出席代表三分之二以上之同意，始得通過。

代表因故無法出席得指定代理人。

IV. At least one meeting shall be held each semester, and is convened by the Dean or be petitioned by at least one-third of the Committee members.

The meeting must be convened by at least two-thirds of members attending the meeting. The motion must be approved by more than half of the representatives; only major matters (such as adding a Department Program, changing the name of the College/Department/Institute/Program or with the consent of more than half of the representatives present), must be approved by more than two-thirds of the representatives present.

Representatives who are unable to attend may appoint a deputy.

五、院務會議進行時，本院之教職人員均可旁聽，遇關係之教職員工或學生事務討論時，得邀請當事人或其代表列席。

V. The faculty and staff members may sit in on the College General Meeting. When discussing matters involving related faculty or students, the parties or representatives may be invited to attend.

六、本要點經院務會議通過後實施，修正時亦同。

VI. The guidelines shall be approved by the College General Meeting. The same procedure shall be carried out when amendments are to be made.

Any dispute over interpretations of these regulations shall be resolved in the court of law based on the Chinese version.