

國立中山大學學生宿舍自治委員會組織章程

Regulations for the Establishment of the Dormitory Self-Governing Committee

中華民國 108 年 5 月 20 日學生宿舍自治委員會修訂通過
Amended and approved at the Dormitory Self-Governing Committee meeting on May 20, 2019
中華民國 108 年 5 月 29 日 本校 107 學年度第 2 學期第 8 次學生事務處組長會議修正通過
Amended and approved at the 8th Division Director Meeting of the Office of Student Affairs on May 29, 2019
中華民國 108 年 6 月 3 日本校 107 學年度第 2 次學生事務會議修訂通過
Amended and approved at the 2nd Student Affairs Council meeting on June 03, 2019

- 第一條、 國立中山大學學生宿舍自治委員會（以下簡稱本會），本於學生自治之精神，依據本校學生會組織章程第十條第一項第七款，訂定本章程。
- I. These regulations are formulated based on the spirit of student autonomy by the Dormitory Self-Governing Committee (hereinafter referred to as the “Committee”) in accordance with Subparagraph 7 of Paragraph 1 of Article 10 in the *Regulations for the Establishment of the Student Association*.
- 第二條、 本會為本校住宿生最高之自治組織，以維護學生住宿安全，提昇宿舍生活品質，增進住校生之福利為宗旨。
- II. The Committee, which serves as the highest self-governing organization for resident students, is dedicated to ensuring the safety of student accommodation on campus, enhancing the quality of dormitory life, and increasing the benefits of resident students.
- 第三條、 本會之任務如下：
- III. The tasks of the Committee are as follows:
- 一、 綜合研訪，反映住宿生意見，並參與學生宿舍管理，促進宿舍生活品質提昇。
 - 1. reflecting the opinions of resident students through surveys and interviews, and participating in student dormitory management in order to enhance the living quality of dormitory life,
 - 二、 協助學生事務處宿舍服務組維護住校生安全及執行學校有關規定。
 - 2. assisting the Campus Housing Service Division (CHSD) of the Office of Student Affairs (OSA) in ensuring the safety of resident students and implementing relevant regulations

of the University,

- 三、 協助總務處及學生事務處宿舍服務組處理有關宿舍區公物之維修、使用、增設等事項。
- 3. supporting Office of General Affairs (OGA) and the CHSD of the OSA to handle matters related to the maintenance, utilization and installment of public properties in dormitory areas,
- 四、 參與場地管理委員會與宿舍區福利社、餐廳負責人簽訂契約。
- 4. participating in the signing of contracts between the Venue Management Committee of the OGA and dormitory cafeterias or convenience stores, and
- 五、 自行籌辦或協助其他團體辦理增進住宿生身心健康之活動。
- 5. organizing or coordinating activities that contribute to the physical and mental health of resident students.

第四條、 本會設主任委員、副主任委員、秘書長、總務長各一人，秘書長及總務長得以增減副秘書長及副總務長若干人，所有幹部皆由委員內推選出。

IV. The Committee shall consist of one chair, one deputy chair, one chief secretary, and one general manager. The chief secretary and general manager may appoint their deputies, respectively. All positions within the Committee shall be filled by its members through internal election.

第五條、 主任委員之職責與產生如下：

V. The tasks of the chair are as follows:

- 一、 審核與研擬本會活動計劃與年度預算。
- 1. reviewing and drafting activity plans and annual budgets of the Committee,
- 二、 每月召開常務會議，會議上包括工作會報、分配工作及會內相關事務與活動之討論。
- 2. convening monthly regular meetings which shall include work reports, task assignments, and discussions on internal affairs and events,

- 三、 列席本會各小組工作會議。
- 3. participating in meetings of individual teams within the Committee,
- 四、 代表出席宿舍管理有關會議，議決宿舍管理事務。
- 4. representing the Committee in meetings pertaining to dormitory management and engaging in discussions on dormitory management affairs, and
- 五、 負責本會交接相關事務。
- 5. being responsible for the handover of the Committee and related affairs.

第六條、 委員之職責如下：

VI. The tasks of Committee members are as follows:

- 一、 於主任委員及副主任委員無法參與校內會議時，代表本會參與之。
- 1. representing the Committee in meetings held by the University when the chair and the deputy chair are unable to attend and
- 二、 協助推動辦理本會相關事務。
- 2. assisting in promoting and managing relevant affairs of the Committee.

第七條、 本會設置之幹部與職責：

VII. The tasks of the core members of the Committee are as follows:

- 一、 副主任委員：協助主任委員推行本會相關工作事項。
- 1. The deputy chair shall assist the chair in implementing relevant tasks in the Committee.
- 二、 秘書長：負責本會所有會議之人員出席與會議紀錄，會議前整理提案、通知各委員出席會議，並負責各項福利之執行。
- 2. The chief secretary shall manage the attendance record and meeting minutes, compile the proposals before meetings, inform Committee members of the meetings, and oversee the implementation of various benefits.

三、 總務長：負責各項經費之申請與控管。

3. The general manager shall handle application and allocation of the budget.

四、 其他：主任委員得視情況設置其他工作小組負責人由會內之委員擔任。

4. Others: The chair may establish ad hoc teams as situations dictate, with Committee members serving as the team leaders.

第八條、 本會得設顧問，由主任委員提名，並經過本會常務會議同意後任命，至多五名。被提名者限曾任本會之委員、重大活動負責人、以及重要幹部，不得連任。

VIII. The Committee may appoint a maximum of five consultants, nominated by the chair and appointed upon approval in its regular meeting. Nominees shall be ex-member of the Committee member in charge of significant events or being the core member. Consultants shall serve only one term.

顧問之權責如下：

The responsibilities of consultants are as follows:

一、 每月出席本會常務會議，並於會後提出各項討論事項之建議。

1. attending monthly regular meetings and providing suggestions regarding discussions after the meetings,

二、 提供本會會內各項事務之建議。

2. providing suggestions on internal Committee affairs,

三、 協助並參與會內推行之各項活動。

3. assisting and participating in activities organized by the Committee, and

四、 顧問可行第二十條之相關福利。

4. being entitled to the benefits mentioned in Article 20.

第九條、 本會常務會議應每月召開乙次，會議由主任委員召集主持，參加人數不得少於委員人數二分之一，必要時得邀請學生事務會議或相關業務單位代表列席。

IX. The Committee shall meet monthly, convened by the chair with at least half of the members attending. Representatives from the Student Affairs Council or relevant units may be invited as non-voting attendees when necessary.

遇重大議案時，主任委員或經委員三分之一連署，得召開臨時會議。

In the event of significant issues, interim meetings may be called by the chair or a request co-signed by one-third of the Committee members.

第十條、 本會召開會議後，會議紀錄須於下次常會前公告。

X. Meeting minutes shall be announced before the next regular meeting.

第十一條、 本會之委員由各棟住宿學生選舉產生，每棟每超出 100 名住宿生得增加一委員，不足 100 名住宿生者不予增加。

XI. The Committee members shall be elected by students residing in each dormitory building. An additional member is added for every 100 resident students in the building; no additional members are added if the number of resident students is below 100.

本會所有委員之任期為一年，當選後由學生事務處頒發當選證書。任期為每年十一月至隔年十月底，並於十一月常務會議就任。

The term of the Committee members is one year and elected members shall receive a certificate from the OSA. The term is effective from November to October of the following year, and elected members shall take office in the November meeting.

第十二條、 每棟當選之委員得票率需超過該棟 10% 人數，未達 10% 者，依得票高低排序前三名者，重新投票選出。若第二次投票仍未達 10% 者，由得票最高者當選。

XII. The number of votes for an elected member in each dormitory building shall exceed 10% of its resident students. In case no one receives more than 10% of the votes, the top three vote-getters shall enter a runoff with the one receiving the most votes being elected, regardless of the percentage of received votes.

第十三條、 本會選舉之宣傳，應於十月前公告，並於十一月前完成報名與投票。報名截止後須公告候選人資訊。

XIII. The promotion of the Committee member election shall be made

public before October, and then the registration and voting process shall be completed before November. After the registration deadline, the information of candidates shall be disclosed.

宣傳期間，至少七日；報名與投票期間，各至少三日。

The promotion period shall last for a minimum of seven (7) days; both the registration and voting periods shall each last for three (3) days.

第十四條、 本會之選舉若遇天災，政府或本校宣布停課，或國定假日、總統選舉等其他不可抗力之因素，得延長投票期間。其延長之投票期間，由本會決定之。

XIV. The voting period may be extended in the event of natural disasters, suspension of classes announced by the government or the University, national holidays, or other force majeure factors such as presidential elections. The length of the extension is determined by the Committee.

第十五條、 本會之選舉，若無不可抗力之因素，不得延宕或停辦之。

XV. The Committee member election shall not be postponed or cancelled unless there are force majeure factors.

第十六條、 本會委員選舉之得票數，應公告於各棟宿舍門口。

XVI. The number of received votes of each Committee member shall be posted at the entrance of each dormitory building after the election.

第十七條、 該棟委員人數若有缺額，由本會進行補選，並依第十九條進行該棟之委員選舉。

XVII. If there is a vacancy among Committee members for a dormitory building, a by-election shall be conducted in accordance with Article 19.

第十八條、 本會主任委員之罷免，由三分之一委員提案，三分之二委員出席，出席委員三分之二以上贊成罷免，則罷免案即日生效。其職缺由本會委員選舉遞補之。

XVIII. The dismissal of the Committee chair requires a proposal by one-third of the members. The dismissal becomes valid if two-thirds of all members are present and two-thirds of them vote in favor of the dismissal. The vacancy shall be filled through an election among the Committee members.

第十九條、 委員之罷免，由該棟三分之一住宿生連署罷免投票，二分之一

(含)以上投票贊成罷免，則罷免案即日生效。缺額之棟別應舉行補選，補選方式比照第十一條至第十八條規定。若任期過半，不予補選。遭罷免之委員若為本會幹部，其職缺由本會委員選舉遞補之。

XIX. The dismissal of a Committee member shall be initiated through a petition signed by one-third of resident students in the building where the member is elected, and take effect when more than half of the resident students vote in favor of the dismissal. The vacancy shall then be filled through a by-election in accordance with Article 11 to 18; nevertheless, no by-election shall be conducted if the dismissed member serves more than half of the term. The position of the dismissed member in the Committee shall then be filled through an internal election within the Committee.

第二十條、 本會委員所享之權利如下：

XX. The benefits for the Committee members are as follows:

- 一、 宿舍服務組內宿舍相關工讀優先錄用。
 - 1. being given priority for working as part-time workers in the CHSD for dormitory-related tasks and
- 二、 優先保留其住宿權。
 - 2. being given preference for accommodation.

第二十一條、 未善盡職責之委員，經常務會議討論後，得取消第二十條所享之福利。

XXI. Committee members failing to fulfill their duties may have their benefits stipulated in Article 20 revoked after the discussion in a regular meeting.

第二十二條、 本會之經費來源如下：

XXII. Sources of funding of the Committee are as follows:

- 一、 經學校核定之相關補助費。
 - 1. relevant subsidies approved by the University,
- 二、 宿舍區廠商繳納之場地管理費。
 - 2. venue management fees paid by vendors in dormitory areas, and
- 三、 其他。

3. others.

第二十三條、 經費之使用須經常務會議或臨時會審議過後方可實行。

XXIII. The use of the fund shall be approved by a regular meeting or interim meeting before implementation.

經費之分配利用如下：

The usage and allocation of the fund are specified as follows:

一、 行政基金：供本會會務運作所需，其比例不得超過總預算百分之二十。

1. administrative budget: for regular operation of the Committee, not exceeding 20% of the total budget, and

二、 福利基金：用以舉辦可提昇學生福利之活動，其比例不得低於總預算百分之八十。

2. event budget: for organizing activities to enhance student benefits, no less than 80% of the total budget.

第二十四條、 總預算需由本會委員三分之二以上出席，出席委員二分之一以上同意，始成案，經輔導單位核可後，送學生會備查。

XXIV. When reviewing the total budget in the meeting, a minimum of two-thirds of the Committee members shall be present and half of them shall approve the proposal. The budget proposal shall then be submitted to the Student Association for future reference after the approval from the counselling unit.

決算應於每年 2 月前公告週知，並送學生會備查。

The finalized budget shall be announced before February and then submitted to the Student Association for future reference.

第二十五條、 本會之輔導單位為學生事務處宿舍服務組，若有與校外機關公文往來需要，應循學校行政系統對外行文。

XXV. The Committee is counseled by the CHSD of the OSA. In the event of correspondence with external institutions, it shall be handled through the administrative system of the University.

第二十六條、 本章程由本會常務會議通過，經學生會會長簽署，提學生事務會議通過後實施；修正時亦同。

XXVI. These regulations are approved by the Dormitory Self-Governing

Committee in its regular meeting, signed by the chair of the Student Association, and then submitted to the Student Affairs Council for approval before implementation. Amendments to these regulations shall follow the same procedure.