

# 義守大學國際商務學系系務會議設置辦法

94年5月24日93學年度第2學期第2次系務會議通過  
109年3月11日系務會議修正通過(全文)，109年4月1日校長備查公告

- 第一條 本辦法依據本校組織規程第十九條規定訂定之。
- 第二條 義守大學國際商務學系(以下簡稱本系)系務會議之委員由本系專任教師組成之，系主任擔任主席，系主任因故不能出席時，得就出席人員中指定一人為代理主席。系務會議召開時，主席得視實際需要，邀請學生代表或相關人員列席，惟列席人員不得參與表決。
- 第三條 系務會議討論下列事項：
- 一、系務發展相關事項。
  - 二、課程、科目之設計與變更。
  - 三、有關本系教學、研究、輔導及推廣教育相關事項。
  - 四、經費之分配與運用原則。
  - 五、遴選本系各委員會之委員。
  - 六、其他相關重要事項之研議。
- 第四條 系務會議之召開，每學期至少一次，由系主任召集開會。
- 第五條 遇有重大決議事項或應出席總人數五分之一以上提議時，系主任應召開臨時會議。
- 第六條 系務會議應有出席總人數三分之二以上之教師出席，以出席人數二分之一以上之同意行使決議。
- 第七條 本辦法如有未盡事宜，悉依本校相關規定辦理。
- 第八條 本辦法經系務會議審議通過，送交管理學院核備，陳請校長備查後自公告日實施。

# **Regulations for the Establishment of Departmental Affairs Council of Department of International Business at I-Shou University**

Adopted on May 24, 2005 at the second meeting of the  
Departmental Affairs Council in the second semester of the  
academic year 2004

Amendments to the Regulations adopted by the  
Departmental Affairs Council on March 11, 2020 and  
promulgated with the consent from the President dated on  
April 1, 2020

- Article 1 The Regulations for the Establishment of Departmental Affairs Council of Department of International Business at I-Shou University (hereinafter referred to as "the Regulations") are made by the Department of International Business (hereinafter referred to as "the Department") pursuant to Article 19 of the Charter of I-Shou University.
- Article 2 The members of the Departmental Affairs Council (hereinafter referred to as "the Council") are the full-time faculty members of the Department, and the Chair of the Department is the chairperson of the Council. If the Chair is unable to attend a council meeting for any reason, he/she may appoint one of the council members to act on his/her behalf. The Chair may invite, if necessary, students or persons he/she thinks necessary to attend a council meeting as participants without the power to vote.
- Article 3 The Council is responsible for deliberating the following:
1. the development of the Department;
  2. curriculum design and changes;
  3. affairs relating to teaching, research, counseling, and extension education within the Department;
  4. the distribution and usage of funds of the Department;
  5. the selection of committee members; and
  6. other major issues relating to the Department.
- Article 4 Council members shall meet at least once every semester, and the meeting shall be convened by the Chair of the Department.
- Article 5 The Chair of the Department shall convene an extraordinary session if requested by a

minimum of one-fifth of the council members who are required to attend meetings or in the event of major issues.

Article 6 A quorum of at least two-thirds of the total membership will be required to validate a council meeting, and a resolution shall not be adopted unless half of the members attending vote in favor of the proposal.

Article 7 Matters not mentioned herein, if any, shall be subject to the applicable regulations and rules of the University.

Article 8 The Regulations become effective on the third day of promulgation after being adopted by the Departmental Affairs Council, approved by the College of Management, and ratified by the President.

*Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of the Regulations, the Chinese language version shall prevail.*